

Minutes
Employee Safety Committee
April 2nd, 2014
Newtown Municipal Center

In attendance: Carole Ross, Chairman, Bill Halstead, Shirley McCleary, George Tammaro from CIRMA and Linda O'Masta of Rose and Kiernan.

Mrs. Ross opened the meeting at 10:00am.

Review of injury reports: A review of the injury reports took place with only 4 reported in the 1st quarter. We are hopeful this continues. There was a case of dehydration, a strained back, cut finger and a slip and fall. None of which were serious in nature.

Building Inspections: Mr. Sibley and Mrs. O'Masta conducted a safety inspection of the Municipal Center. All issues have been resolved.

Training: Mrs. Ross is working with Public Works on a training log per OSHA standards. Parks & Rec has developed one and this will be used as a template for Highway. Mr. Halstead stated that Sandy Hook Fire has an OSHA Day every year which is very helpful in remaining compliant and also getting the needed training. Mr. Tammaro had previously sent to Mrs. Ross a spreadsheet which lists all of the training required.

Mrs. Omasta and Mr. Tammaro gave the committee an outline of the injuries covered under the liability policy. They will fine-tune that report in order to determine if measures need to be put into place for Town buildings to prevent further injury.

Mrs. Omasta gave out information about access to the Risk Management Resources on Rose & Kiernan's website. Mrs. Ross will give to Parks & recreation and Public Works for their use.

The next meeting will be held on October 1st, 2014.

Meeting adjourned at 10:25 am with the inspection to follow.

Carole Ross
Chairman