

Joint Loss Committee

Meeting Minutes

October 4, 2023

Joint Loss Committee Representatives (Name & Title):

Management Representatives	Employee Representatives
Joe Boggio, HES Principal, Committee Chair	Maria Webb, SAU Office
Jane Fortson, Business Administrator	Roxann LeClaire, HES Librarian
	David Fields, HES Special Education Teacher
	Scott DeBell, District Staff - Custodian

Absent: Theresa Diorio, HMHS Teacher; Matt Azzaro, HHS Guidance Counselor; Shawn Lee, Facilities Director; Chris Ponce, HMHS Vice Principal

Committee Purpose: To bring Staff and Administration together in a non-adversarial, cooperative effort to promote safety and health in each workplace.

Meeting Discussions:

Topic	Discussion	Action Items/Follow Up	Due By
Opening and Welcome New Members	3:30 PM		
Approval of Minutes	Reviewed the minutes from 5/22/2023. All agreed to accept the minutes of 5/22/2023.		
Bullying Data	Joe shared the status of recent reports.		
Safety Summary Form Status	We resubmit in May 2024.	Will begin review at the next quarterly meeting.	
Building Inspection Schedule	Reviewed the process with Jane. Will start with the next quarterly meeting.		
Review of Staff & Student Accident Reports: 5/23/2023 - 10/4/2023	Reviewed the list of accidents. Discussed training for facilities staff and the importance of staff working as a team or in pairs for heavy lifting. Discussed students acting out physically toward staff and the need for more than one staff member to respond.	Joe to send reminder re: slips and trips prevention. Jane to provide Scott with Primex training videos for custodians/maintenance staff. David to provide training videos to HASP staff.	

Safety Updates & Compliance and Concerns By Staff	<p>Discussed after-school activities.</p> <p>Wasp/hornets. Joe discussed issues at HES.</p> <p>Joe noted an issue with sidewalk at HES. This has been addressed.</p>	<p>Joe to talk with the SRO to monitor if seeing unsafe activities.</p> <p>Discussed staff submitting Help Tickets for Safety concerns.</p>	
Next Meetings & Topics	<ol style="list-style-type: none"> 1. Wednesday, Jan. 10th, 3:00 PM – SAU Conference Room 2. Wednesday, April 3rd, 3:00 PM at HES, Room 215 (David Fields' Room) 3. Wednesday, June 5th, 3:00 PM – SAU Conference Room 		
Topics for Next Meeting	<ul style="list-style-type: none"> • Nominate Committee Chair & Vice Chair • Begin Review of Safety Summary Form 		
Other Business	N/A		
Adjourn	Jane moved to adjourn at 4:14 PM. Roxann seconded. All agreed to adjourn.		