

Joint Loss Committee

Meeting Minutes

September 23, 2024

Joint Loss Committee Representatives (Name & Title):

Management Representatives Present	Employee Representatives Present
Nathan Boudreau, Facilities Director	Scott DeBell, Custodian, Committee Co-Chair
Molly Bremner, HES Principal	Theresa Diorio, HMHS Teacher, Committee Chair
Jane Fortson, Business Administrator	Calvin Fortson, HMHS Teacher
	Gretchen Higgins, Accountant
	Roxann Leclair, HES Librarian
	Maria Webb, Executive Assistant

Absent: David Fields, HES Special Education Teacher; and Anna Roth, HMHS Principal

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

Meeting Minutes Recorded By: Maria Webb

Meeting Discussions:

Topic	Discussion	Action Items	Due By
Opening	3:45 PM		
Nominations	Roxann MOVED to nominate Theresa as Chair and Scott as Co-Chair for two years. Jane SECONDED. 9-0-0, MOTION PASSED.		
Approval of Minutes	Jane MOVED to accept the minutes of 6/5/2024. Gretchen SECONDED. 9-0-1, MOTION PASSED.		
Review Safety Summary Form	N/A – not due again until 2026.		
Accident Reports	Reviewed the list of staff and student reports. Discussed use of hand sanitizer at HES and also a help ticket on a rug that a staff member slipped on. Discussed how to ensure that accident reports are completed and submitted to the SAU Office.	Jane will inform the Senior Leadership Team re: accident reports.	
Safety Updates & Compliance	The committee would like a list of fire code items for the schools. Nate discussed items from his inspection. Theresa noted items at HMHS.	Jane to research the NH Dept. of Ed. regulations.	

Staff Safety Concerns	HES Playground – rubber material breaking down. Nate noted that there may be grant to help with this.		
Other Business	There was no other business.		
Next Meeting & Topics	Monday, December 16 th , 3:45 PM: <ul style="list-style-type: none"> • HMHS Inspection – December Future meeting topics: <ul style="list-style-type: none"> • HMHS Inspection Follow-up - March • HES Inspection - June 		
Topics for Next Meeting	N/A		
Adjourn	Jane MOVED to adjourn at 4:29 PM. Scott SECONDED. 9-0-0, MOTION PASSED.		