

## Joint Loss Committee

### Meeting Minutes

*January 6, 2025*

#### Joint Loss Committee Representatives (Name & Title):

Management Representatives Present	Employee Representatives Present
Nathan Boudreau, Facilities Director	Scott DeBell, Custodian, <b>Committee Co-Chair</b>
Jane Fortson, Business Administrator	Theresa Diorio, HMHS Teacher, <b>Committee Chair</b>
	Calvin Fortson, HMHS Teacher
	Gretchen Higgins, Accountant
	Roxann Leclaire, HES Librarian
	Maria Webb, Executive Assistant

**Absent:** Molly Bremner, HES Principal; 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		
Approval of Minutes	Jane MOVED to accept the minutes of 9/23/2024. Scott SECONDED. 8-0-0, MOTION PASSED.		
Review Safety Summary Form	N/A – not due again until 2026.		
Accident Reports	<p>Reviewed the list of staff and student reports. Theresa expressed concern regarding student behaviors at the HES. Discussed whether the incidents involved one student or else different students.</p> <p>Jane discussed protective equipment that can be purchased.</p> <p>Nate shared that the PTA would like to explore options for playground improvements. Shared that he is researching options for replacing the rubber mulch.</p>	Maria will add to future logs a confirmation that parents were notified.	

<b>Safety Updates &amp; Compliance</b>	None at this time.		
<b>Staff Safety Concerns</b>	Roxann mentioned a need for safety locks for connecting doors in classrooms. Theresa shared the same concern for HMS.	Jane would like us to check with the Fire Dept. regarding any proposed changes due to egress issues.	
<b>Other Business</b>	There was no other business.		
<b>HMHS Inspection</b>	Started the walk-through at 4:25 PM.		
<b>Next Meeting &amp; Topics</b>	Future meeting topics: <ul style="list-style-type: none"> <li>Monday, March 24<sup>th</sup>, 3:45 PM – HES walk-through</li> <li>Monday, June 16<sup>th</sup>, 3:45 PM</li> </ul>		
<b>Topics for Next Meeting</b>	<ul style="list-style-type: none"> <li>HES Inspection.</li> <li>Review the HMHS inspection from January 6<sup>th</sup>.</li> </ul>		
<b>Adjourn</b>	Roxann MOVED to adjourn at 5:08 PM. Jane SECONDED. 8-0-0, MOTION PASSED.		