

**Joint Loss Committee  
Meeting Minutes  
February 2, 2026  
3:45 PM**

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

Management Representatives Present	Employee Representatives Present
Nathan Boudreau, Facilities Director	Scott Debell, <b>Committee Co-Chair</b>
Jane Fortson, Business Administrator	Theresa Diorio, HMHS Teacher, <b>Committee Chair</b>
Anna Roth, HMHS Principal	Calvin Fortson, HMHS Teacher
	Roxann Leclaire, HES Librarian
	Maria Webb, Executive Assistant

**Excused:** Molly Bremner, HES Principal; and Gretchen Higgins, Accountant

**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
<b>Opening</b>	Theresa opened the meeting at 3:45 PM	
<b>Approval of Minutes</b>	<b>Jane MOVED to accept the minutes of 12/15/2025. Scott SECONDED. 7-0-0, MOTION PASSED.</b>	
<b>Accident Reports</b>	Reviewed the accident logs for staff and students.  Nate noted that Facilities does not plow the HES basketball court area on the playground.	
<b>Safety Updates &amp; Compliance</b>	Reviewed the list of observations from the site inspection on 12/2/2025 by the Hinsdale Fire Department.  Noted that every classroom, including the libraries, must have one window that is designated as a fire egress. These windows must be completely unblocked. There must be no items (i.e., chairs, plants, heaters) in front of these windows.	Principals to notify staff of the requirement for designated egress windows.

	Awarded two grants for vestibules.	
<b>Staff Safety Concerns</b>	Discussed the fire escape entrance and keeping this cleared, as snow falls from the roof.	
<b>Student Threats – Safety Plan</b>	Discussed obtaining information from the Principals from Incidents+.	The Principals will forward a spreadsheet with student threats toward teachers/staff from Incidents+.
<b>Classroom Items Guidelines</b>	Reviewed the list of end-of-year classroom cleanout guidelines from the NH Department of Education.	Nate will update the list and send the updated list out.
<b>Other Business</b>	There was no other business.	
<b>Next Meeting Dates</b>	Future meeting date(s): <ul style="list-style-type: none"> <li>Monday, June 1<sup>st</sup>, 3:45 PM</li> </ul>	
<b>Walk-Through Inspection at HMHS</b>	The committee broke into groups to conduct the walk-through at HMHS.	
<b>Topics for Next Meeting</b>	June 1, 2026, 3:45 PM at the SAU <ul style="list-style-type: none"> <li>Discuss the Safety Report from the Hinsdale FD.</li> </ul>	
<b>Adjourn</b>	<b>Scott MOVED to adjourn following the walk-through at 4:14 PM. Jane SECONDED. 8-0-0, MOTION PASSED. The Committee then conducted the walk-through at HMHS.</b>	