

**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, Committee Co-Chair
Jane Fortson, Business Administrator	Theresa Diorio, HMHS Teacher, Committee Chair
Anna Roth, HMHS Principal	Calvin Fortson, HMHS Teacher
	Roxann Leclair, 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
Opening	Theresa opened the meeting at 3:45 PM	
Approval of Minutes	Jane MOVED to accept the minutes of 12/15/2025. Scott SECONDED. 7-0-0, MOTION PASSED.	
Accident Reports	Reviewed the accident logs for staff and students. Nate noted that Facilities does not plow the HES basketball court area on the playground.	
Safety Updates & Compliance	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.	
Staff Safety Concerns	Discussed the fire escape entrance and keeping this cleared, as snow falls from the roof.	
Student Threats – Safety Plan	Discussed obtaining information from the Principals from Incidents+.	The Principals will forward a spreadsheet with student threats toward teachers/staff from Incidents+.
Classroom Items Guidelines	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.
Other Business	There was no other business.	
Next Meeting Dates	Future meeting date(s): Monday, June 1st, 3:45 PM	
Walk-Through Inspection at HMHS	The committee broke into groups to conduct the walk-through at HMHS.	
Topics for Next Meeting	June 1, 2026, 3:45 PM at the SAU Discuss the Safety Report from the Hinsdale FD.	
Adjourn	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.	