



# Town of East Lyme

## Health and Safety Committee

FEBRUARY 25, 2014

### MEETING MINUTES

**Members Present:**

**Julie Wilson, Chair**

**Ed Ball**

**Ron Bence**

**Christine Dixon**

**Joe Bragaw**

**Victor Benni**

**Renee Fecteau**

**Karen Galbo**

**Rick Pape**

FILED IN EAST LYME  
CONNECTICUT  
Feb 26, 2014 AT 9:10 AM/PM  
Karen Galbo, Clerk  
EAST LYME TOWN CLERK

The meeting was called to order at 2:13 p.m.

### 2. APPROVAL OF MINUTES FROM DECEMBER 19, 2013

**Motion (1) Ron moved to approve the Minutes of the December 19, 2013 Meeting.**

**Seconded by Joe.**

**Motion Passed 8-0 (Karen Abstained)**

### 3. INJURY REPORTS

A few injuries were reported. They are now implementing the new forms for reporting purposes. It was decided that we will be reviewing injury reports on a quarterly basis. The next review will take place at the end of this quarter, which will be the end of March.

Julie will re-send the new form out to Department Heads.

The Department Heads needs to know that Renee and Julie would both need a copy of the completed form. The names will be redacted prior to the Committee reviewing them.

Julie will draft an email and send it to Joe for review.



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Renee stated there have been three slips on ice this past week.

#### 4. TRAINING MATRIX

Julie thanked Joe for his work on the Matrix. There was discussion of electrical safety, First Aid/CPR, and Lifting/Strains being added.

Julie is going to call Joey at CIRMA to get information on the accident investigation class.

The Police and Fire Departments already have required training, and have more than we are discussing having in the Matrix. We will reach out to the Police and Fire Departments when we are offering training and let them decide if they are going to come, but it would not be required.

#### 5. HEALTH & SAFETY FAIR

Julie met with Mr. Formica. She discussed the June 27<sup>th</sup> date with him for the Fair. He is going to speak to Dr. Lombardo and see if the Board of Education will be able to participate.

Julie discussed marketing the Fair differently this year. She has already contacted a radio station. Mr. Formica suggested we contact the Chamber of Commerce, and Dominion.

It was suggested that we look into having the Fair at the National Guard Camp. Julie will get information on that.

#### 6. GENERAL DISCUSSION

Julie had a discussion with Anna Johnson. She mentioned a stress management presentation that she attended and thought we should have that presentation at our Fair. Anna also suggested we have more healthy ideas at the Fair.

Ron and Julie will go to the CIRMA breakfast where our Committee will be given an award.

#### 7. ADJOURN

**Motion (2) Victor moved to adjourn the meeting at 3:38 p.m.**

**Seconded by Ron.**



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**Motion Passed 7-0.**

Respectfully Submitted,

Karen Miller Galbo  
Secretary