



Town of East Lyme

Health and Safety Committee

MEETING MINUTES

FEBRUARY 11, 2016

MEMBERS PRESENT:

Julie Wilson, Co-Chair
Anna Hartung, Co-Chair
Ed Ball
Geoff Rouisse
Chris Taylor
Joe Bragaw
Karen Galbo

FILED IN EAST LYME
CONNECTICUT
Feb 19 2016 AT 11:20 AM PM
Karen Galbo, Clerk
EAST LYME TOWN CLERK

1. ATTENDANCE
2. APPROVAL OF MINUTES FROM 12/10/2015

Motion (1) Chris moved to approve the Minutes of December 10, 2015.

Seconded by Karen.

Motion Passed 6-0.

3. TREASURER'S REPORT

A. HEALTH & SAFETY ACCOUNT

There is still approximately \$800.00 in the account.

Julie updated the Committee on a conversation she had with some of the dispatchers. They cannot leave their post when there are health and safety trainings. Last year each employee got \$50.00 toward wellness from the Aetna money. We are not sure if that will happen again this year. The dispatchers have asked for a piece of exercise equipment for their office.

It was decided that we will get more information from them on this. We would like to know what they want, how much that item will cost, what would fit in their office, and if it is acceptable to the Fire Marshal.



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4. INJURY REPORT

There was no injury report. Joe did discuss an injury that occurred at the transfer station. They have changed procedures to hopefully ensure that will not happen again. He stressed that each department needs to investigate their own incidents.

5. TRAINING

A. RECENT TRAINING HELD

Joe stated he has implemented monthly safety briefings for public works, water and sewer is doing that also. He has had staff performing some of the training. Everyone seems very supportive and interested.

B. UPCOMING TRAINING SCHEDULED

Blood borne pathogens and Haz-Com need to be done soon. Every employee should get that, and it could be done in two shifts. It is best for public works to have their trainings first thing in the morning.

6. HEALTH & SAFETY EMPLOYEE TRAINING DAY

A. SET DATE

Three proposed dates were June 1st, June 7th, and May 18th. Julie will discuss those dates with the First Selectman and see what is best.

B. DECIDE ON TRAININGS TO BE OFFERED

There would be two shifts on the training day, so everyone can be involved.

C. DECIDE ON FOOD/INCENTIVES

Joe is going to find out from Anna Johnson how much money is available from the Aetna money.

7. BUILDING EMERGENCY PROCEDURES MANUAL MEETING



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A. UPDATE

The sub-committee met on January 16th, they are waiting on the map to be done. Mike Macek will be at the next meeting.

B. SET NEW MEETING DATE

The next meeting will be February 18th at 2:30 at EOC.

8. GENERAL DISCUSSION

9. ADJOURN

Respectfully Submitted,

Karen Miller Galbo
Secretary

