



Town of East Lyme

Health and Safety Committee

Minutes for October 11, 2018 Meeting

Members Present:

Julie Wilson – Chair, Kevin Carrico – Secretary,
Sgt. Mike Macek, Ron Bence- Vice Chair
Chris Taylor

Members Absent

Victor Benni (*unable to attend due to road paving project*)

Health & Safety Committee meeting was called to order at 2:06 p.m.

Injury Report Reviews: 8/8/2018 – 10/9/2018:

Four injuries were reported: **July:** Employee hit in head by basketball in the gym – no loss of work. **July:** Off premise in Willington, a basketball backstop fell causing a head laceration – no loss of work. **September:** Fall onto pavement exiting ambulance – bruised knee: no medical, just iced. **September:** working on storm drains felt strain in neck. Went to clinic – Paid admin leave – employee was retiring in two weeks.

Status Reports:

Safety Suggestion Boxes: No new suggestions received

Recently Completed Trainings: None

Upcoming Trainings: Employee Professional Development – Town Hall: December 14th, 3-4 p.m.
Community Center: November 15th 8-9 a.m.

- Planning for Town Hall & Community Center Professional Development Training: Julie stated she has the posters ready for the doors of the Community Center to advise the public of the upcoming training on November 15th from 8 – 9 a.m., and that the three Department Heads have been reminded. The posters will be posted on all exterior doors of the community center by November 8th. Sgt. Macek has been working on the plan for this training which was discussed with the committee. He stated there will be assistance from two other officers at the training.
- Sgt. Macek will remind all Department heads at their next meeting to have all employees review their Building Emergency Procedures manual that was issued to them in June of 2016.
- Status of communications in each building was still being researched.

Next Meeting Date: Thursday, December 13th, 2018

Adjourned

Respectfully Submitted,

Julie C. Wilson, Chair

FILED IN EAST LYME
CONNECTICUT
DEC 20 18 AT 1:22 AM/PM
Brooke Francis, ATC
EAST LYME TOWN CLERK