



Town of East Lyme Health & Safety Committee

Meeting – December 12, 2019

Members Present:

Julie Wilson-Chair
Ron Bence-Vice Chair
Jane Bowen-Secretary

Sgt. Mike Macek
Victor Benni
Justin Porter

Ben North

H & S Committee Meeting called to Order at: 2:07 PM

1. Attendance

2. Approval of Minutes: 10/24/18 – Victor Benni, 2nd: Ron Bence

3. Status of Funds Available: \$370.86 has been reimbursed and moved back into H&S Account, bringing current balance to \$662.89.

4. Injury Reports (since 4/9/19): To date reporting has not been updated

5. Building Emergency Procedures Manual Review pages 8, 9&10:
Reviewed, discussed, adjusted, complete

6. Employee Trainings:

a. **Recently Completed:** Suggestion made to utilize CIRMA on-line training to greater extent

b. **Upcoming:** Sgt Macek researching potential of applying PD training for post credit hours
Human Trafficking Course (2 hr course) pending as Officers have limited available hours
CPR Course potential @ either Town Hall or FSB as required for town employees.
W & S drill: Ben North volunteered to communicate with Joe Bragaw to establish a time/date for their H&S training
All Employee Annual Training: As per Joe Bragaw, suggesting 3rd or 4th week of March for best attendance. Least use of Activity room at Comm Ctr is on Wednesdays. Topics of Training to encompass 'Culture of Safety', specific topics and suggestions welcome.


7. Adjourn: 3:27 PM

Next Regular Meeting Date: February 13, 2020, Committee & Election of Officers

FILED

Respectfully submitted,


Jane Bowen

Feb 7 2020 AT 1:05 AM/PM

EAST LYME TOWN CLERK