

# Joint Loss Management Committee Meeting Minutes

## April 5, 2012

Members Present:

Jen Raimer	Ben Jorgensen
Rick Snow	Scott Betournay
Kurt Ellison	Nate Riggs
Luke Bates	Tim McGinley
Lawre Goodnow	

Members Absent: Dr. Bassi (excused)

### AGENDA

1. Introductions - Brief introductions were held to familiarize group with members.
2. Committee make up and purpose - A brief discussion on what brought the group together and its purpose. As described in State RSA 281-A, the JLMC is responsible to develop and carry out Safety programs, continuing education, alternative work programs while employees are injured to name a few. This committee will report directly to the Executive Risk Committee. McGinley was selected to serve as the Chair for the first year. The next chair will be a representative of the non-management personnel.
3. Accident /Injury review and discussion - Discussion on several accident and injuries.
  - SPS employee operating a Sprinter bus backed into an unoccupied vehicle while off campus.
  - Faculty member scraped granite curb while entering campus in GMC bus.
  - SPS employee scraped nearby parked vehicle while backing out of a parking space with snow plow.
  - SPS employee backed into building while operating box truck. Facilities is considering installation of back up camera to assist backing this vehicle. Driver was alone, unable to use spotter as none available.
  - SPS employee involved in accident with unleashed visiting dog. Non-life threatening injury to dog.
  - Custodian slipped while exiting a building, failed to negotiate change in grade at exit door. No Lost Time (NLT).
  - Custodian sustained minor eye injury while mixing cleaning chemicals. Employee was not wearing issued eye protection. Unable to locate eye wash station as not yet installed in building at custodian closet. Install forthcoming. NLT

- CLC employee sustained minor back injury while lifting child. NLT
- Faculty coach sustained minor strain to leg muscle while wrestling with student as part of wrestling practice. NLT
- Food service worker sustained laceration to finger while cutting vegetables. Minor period of modified duty.
- Food service worker sustained back strain while trying to catch falling boxes. Modified duty.

4. Items of interest

- a. Helmet use - Discussion on policy adjustment for employees who use motorcycle while on duty. They must wear helmet while on duty and on motorcycle.
- b. OSHA Haz Com standard - Recent changes to the Hazard Communication OSHA standard will likely require some training for all employees as well as changes to labeling and MSDS information. More coming. McGinley to handle at this point.
- c. Concord Hospital EAP - Brief discussion on the benefit of having this support added to our employee benefits package. A very valuable and effective addition.

5. Closing thoughts....

Next meeting: **Thursday, May 3@ 0930, The Lowest**

Minutes accepted as written at the May3 JLMC meeting. – TMcG, 5/9/2012