

**Town of Deerfield  
Joint Loss Management Committee  
Minutes 2 10 2022**

In Attendance: Ray Ellis, John Harrington, Denise Greig, Dianne Kimball, Nick Lawrence, Kim Crotty

Ray Ellis called the meeting to order at 1:04pm. Nick moved and Ray seconded a Motion to Approve the minutes of the 12 9 22 meeting. Approved.

1. Diane moved and Denise seconded the nomination of Ray Ellis as Chair of the JLMC in 2022; vote unanimously in favor. Denise offered to serve as Secretary.

Ray invited any interested employees to join the JLMC and noted that fresh ideas are always welcome. The JLMC discussed moving the meeting to an off site location.

2. The quarterly review of claims revealed no new workers comp claims since 1/1/22 but 3 new P&L claims since 1/1/22 which John commented on. Ray reminded all timely notice to Primex is important. The revised Incident Report sent out again to the Department Heads. As to safety notes, Ray will communicate with Rick Pelletier re use of cones or curbing barriers at Transfer Station.

3. The JLMC discussed the schedule for slip trips and falls and lifting training in 2022. Ray indicated that online training is available – the EOC computer will be available to any employee needing the access. Training notice will go out to all.

4. Annual safety inspections completed in 2021 and will begin again in late spring and summer.

5. New Business:

Kim raised the issue of the JLMC website page; John will have Steve add an agenda and minutes section. Other resources on the page are in good working order.

The next JLMC meeting will be held 4/14/2022 at 1:00 pm in the EOC.

Other Business:

As to P3 renewal and the TAD component, the next step is to review and update job descriptions in 2022. John will work with Randi to collect these and have department heads review them.

John moved and Kim seconded a Motion to Adjourn; meeting adjourned at 1:35 pm.