

# Joint Loss Management Committee

March 29, 2012

Attending: Bob Jones, Richie Pratt, Warren Hammack, Jason Walter, Rick Lothrop, Edie Drinkwater

The meeting was opened at 6:10 PM by Chair Bob Jones

There was a discussion of goals for the committee.

The most pressing is to create the policies and procedures for each department. Input will be sought from the departments and a survey will be presented to Department Heads to share with employees and to complete.

Creating a clear policy for reporting accidents or any Health or Safety incident will be a priority for the committee.

This meeting was kept short as a presentation by Architect Rick Monahan is being held at the Town Hall at 7:00 PM. His presentation involves the Health and Safety renovations for the Town Office Building.

Because everyone was attending the presentation at the Town Hall, Bob made a motion to adjourn the meeting. Warren seconded and the motion carried by unanimous vote.

Meeting adjourned at 6:59 PM

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Bob Jones, Chair

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Rick Lothrop, Fire Chief

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Initials of other members