

SAU 39

Amherst, Mont Vernon and Souhegan Cooperative School Districts

Joint Loss Management Committee Meeting

Minutes

February 4, 2019

2:45 – 4:00 PM

[SAU 39 Wilkins School](#)

In attendance: Eric Bouldin, Mark Bradshaw, Deanna Cordts, Kim Deppen, Nicky Fraley, Colin Fredette, Robyn Graham, Jesse Haarlander, John Lash, Monica Panait, Anne Pappas, Denise Raymond, Valerie Robinson, Sue Sarraf, John Schuttinger, John Young

Absent: Porter Dodge, Carrie James, Mike Ouellette, John Robichaud, Rob Scully

Minutes: Taken by Nicky Fraley

Benchmarks: Update Provided by Monica Amherst

Average for the next year will be set higher because we exceeded our benchmarks for 1/1/2018 – 12/31/2018 for slips, trips, and falls.

- Traction devices have not been purchased; feedback was given that spikes would be better than YakTracks.
- New rugs are still yet to be purchased; have been measured

Workers Comp Reports

- Significantly higher rates of reporting for student interactions;
 - Causes: more consistent reporting and administrative support for timely reporting
- Students with greater needs have increased our reporting rates for student interactions

Ways to Improve

CPI Training: improve communication about certification/re-certification dates; add additional trainers and training dates

Continue to collect similar data

Souhegan

Souhegan just exceeded the benchmark for slips, trips, and falls between 1/1/2018 -12/31/2018
There are no notable changes in the instances of reporting.

Action Items

Jesse Haarlander will work with administrators to develop a comprehensive list of CPI trainers and trainees. Monica will continue to pull the same benchmark data for Amherst and Souhegan moving forward (student interactions and slips, trips, and falls), and will provide that data to HR.

Facility Audits

Souhegan – Completed their report in conjunction with the Fire Department Inspection; repairs and improvements have been made as a result of their meeting.

Clark-Wilkins – Ongoing issues with storage, particularly at Wilkins. Some minor issues (stained ceiling tiles, weather stripping to seal exterior doors, etc.) exist. Some issues have already been resolved.

Amherst Middle School – Reviewed process and procedure for facility audit. Reviewed each classroom and space and provided specific feedback to appropriate staff using the JLMC form. Most issues have been fixed and addressed by AMS administrative and facilities team.

Storage and fire egress are the most impactful areas that needed to be addressed.

Mont Vernon Village School – ill-fitting carpets with torn edges in the entryways; broken ceiling tiles that are ill fitting; window sills and broken handles; storage issues. Many items are being addressed.

SAU Office – Storage, exposed wiring on an uncovered light fixture, fall hazard at the top of a set of stairs, bowed ceiling that has been reported to be “okay.”

Action Items

Send building reports and presentations to school maintenance managers and John Robichaud by 2/5/19