

PELHAM SCHOOL DISTRICT – SAU 28
Pelham, New Hampshire 03076
JOINT LOSS MANAGEMENT SAFETY COMMITTEE
June 4, 2014

APPROVED MINUTES

Attendance: Steve Martin, Business Administrator; Jenn Meskell, SAU Admin. Assistant; Alan Miller, Director of Facilities; Barbara Campbell, PHS Nurse; Linda Kubit, PES Food Service Manager; Stacy Maghakian, PMS Asst. Principal; Karena Carten, PMS Teacher; and Joe Perigny, PHS Custodian; and Monica Panait, Primex Representative.

Call to Order

Mr. Martin called the meeting to order at 3:18 p.m.

Member introductions were made.

Approval of Minutes

The minutes from the April 8, 2014 JLMC meeting were distributed, reviewed and approved.

Review of Loss Reports

The committee reviewed the loss reports since April 1, 2014. There were only two loss reports. The committee discussed each loss and determined that appropriate actions were taken.

Building Safety Walk-Throughs

Each building representative reviewed the findings of their annual safety building walk-through reports. Identified concerns were discussed along with appropriate actions that need to be taken. The building representatives assured the committee that all needed work orders to remove the identified concerns were entered into the School Dude software.

Other Business

The committee discussed the current state of building security systems in line with planned reviews by the NH department of homeland security.

Mr. Martin brought up the desire to implement a program to bring safety awareness more visible to the staff. An example would be a monthly award for some action. He asked the committee to think about what we might consider and report back at the next meeting.

Next JLMC Meeting

The next meeting of the JLMC was scheduled for Wednesday, September 24, 2014, at 3:15 PM at the SAU conference room.

Adjourn

The meeting was adjourned at 4:30 PM.

Respectfully submitted,

Stephen F. Martin

Co-Chair