

PLEASE POST

CITY OF LACONIA

SAFETY BOARD MINUTES

May 7, 2009

Present: Luis Adorno, Tara Baker, Randy Brough, Tim Ford, Suzi McCormack, Drew McKeen, Phil Rowley, Ames Sorell, Jeff Stiegler, Chad Vaillancourt, Sandy Burroughs-Primex

The meeting was called to order at 2:30 pm by Ames Sorell.

Water Works will now send two representatives to all Safety Board meetings in compliance with the NH Department of Labor. Only one representative will vote.

The minutes of the April 2, 2009 meeting were unanimously approved on a motion by Tara Baker, seconded by Suzi McCormack.

REVIEW OF ACCIDENTS:

LIBRARY - The injured forearm of March 27, 2009 was voted non-preventable on a motion made by Chad Vaillancourt, seconded by Suzi McCormack. Two members were opposed. There was some discussion as to whether this could have been prevented if someone else had been asked to assemble the computer stand.

PUBLIC WORKS - The strained muscles and wrists of April 14, 2009 were voted non-preventable on a motion made by Argee Whittier, seconded by Chad Vaillancourt. Three members were opposed and one member abstained from voting. **The Board made a recommendation that DPW be asked to look into whether or not individuals who are shoveling for long periods of time have the correct tools or if more employees could be utilized to prevent future repetitive motion injuries.**

FIRE - The turned left ankle of April 29, 2009 was voted non-preventable on a motion made by Randy Brough, seconded by Jeff Stiegler. Three members were opposed. **It was noted that the supervisor's report did not give sufficient details about the incident.**

FIRE – The twisted left ankle of April 29, 2009 during physical fitness training was voted non-preventable on a motion made by Paula Baumoel, seconded by Tara Baker. One member was opposed. **It was noted that the supervisor's report did not give sufficient details about the incident.**

OTHER BUSINESS:

Trench and Excavation Training – It was reported by Paula Baumoel that Trench and Excavation training was conducted by Dave Witham from Primex, Friday May 1st at Water Works and DPW.

Bloodborne Pathogen Training – The members were also told that Bloodborne Pathogen training will be conducted by Phil St. Cyr from Primex at Parks and Recreation on May 22nd at 10:45 a.m. DPW and WW employees will also be attending.

Safety Board Responsibilities – Sandy Burroughs reminded the members that their responsibility as a Board is not only to vote (preventable or non-preventable) on accidents for the City Safety Incentive Program but also to review incidents and make recommendations that will help to prevent future incidents.

NH Department of Labor Inspection – The members were informed that the City is being audited by the New Hampshire Department of Labor. Inspector Roy has reviewed the Safety Minutes, Safety Manual and Safety Summary reports. She passed the administrative portion; however, she wants policies specific to the City to be included with the Safety Manual. Paula Baumoel will work on these.

Inspector Roy is scheduled to return June 23rd and June 25th to inspect all City facilities (except Water Works). Phil Rowley told the members that he will review the facilities prior to the Inspector's visit.

The meeting was adjourned at 3:40 p.m.



Ames Sorell
Safety Board Chair

**THE NEXT MEETING WILL BE JUNE 4, 2009
AT 2:30PM CITY HALL - ROOM 200B**