

Town of Auburn
Joint Loss Management Committee
June 13, 2022
10:00 am
Auburn Town Hall

Committee Members Present: Carrie Rouleau-Cote, Chair, Management Rep; Ryan Goulet, Police Union Rep; Chief Williams, Management Rep; Amy Lachance, Employee Rep.

Committee Members Not Present:

Carrie Rouleau-Cote convened the meeting at 10:00 AM.

Minutes- Carrie Rouleau-Cote moved to approve the minutes of the April 6, 2022 meeting as printed. Seconded by Ryan Goulet. A vote was taken, all were in favor, the motion carried unanimously

Update Safety Policy- Amy will set a reminder to update Safety Policy in January 2024 as it needs to be updated every 2 years. Will need to be completed by March of 2024.

Employee Copy of Safety Policy- The Town is required to provide all employees with a written copy of the Safety Policy. There was discussion on whether the Call Fire Fighters will need a copy of this policy and sign the Safety Policy Acknowledgement form or just the AFD internal safety policy. Amy will confirm with either Primex or Department of Labor if this is a requirement for all.

When we speak with Primex in September, we'll discuss team building activity, event or program with safety in mind for all departments.

Safety Deficiencies in DOL Report- Discussion on the details on Safety Inspection Reports. Other than the mezzanine in Station 2 and MSDS sheets at Station 2, all the items have been completed.

Next Meeting- The next quarterly meeting is scheduled for September 26th at 10:00 am with Primex.

AEDs in Town Buildings- The JLMC agreed that there should be AEDs in the Town Hall and the lobby at the Safety Complex. Chief Williams will get prices. Amy will check with the Library to see if they'd like one too.

Chief Williams moved to adjourn the meeting at 10:37 am. Seconded by Amy Lachance. All were in favor, the meeting adjourned.