

CONTOOCOOK VALLEY SCHOOL DISTRICT SAU #1

106 Hancock Road, Peterborough, NH 03043 – 603.924.3336

Joint Loss Committee

Time: 8:00am, January 21, 2016

Location: Dublin Consolidated School

I. Attendees

1. Marian Alese	6. JoAnn Hopkins
2. Tim Grossi	7. Kimberly Sell
3. John Pirkey	8. Keith Lee
4. Lise Lemieux	9. Liz Walton
5. Jarvis Adams	10

II. Agenda Topics

1. Previous meeting recap and update

Tim Grossi opened the meeting and thanked everyone for coming. We reviewed the lettering of doors and windows using an inexpensive Cricket with possible vinyl lettering. It was experimented with the Cricket and was decided it would not be durable enough and the items would need to be purchased through a lettering company. Please provide company suggestions to check with if you know of any.

2. Recent inspection by NH Dept of Labor

The DOL targeted issues were reviewed and currently there are items that have been corrected, such as electrical receptacles and bottle labeling along with others. Most all issues are in process of correcting.

3. Safety Inspections

Tim will contact Primex for more recent Safety inspection forms. The committee will review all forms and determine what to use or create a new form with using a combination from the current check lists in review. Tim will be on the google site for us to look at and tweak for the next meeting.

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The committee will begin inspections at DCS as a full group for training of what to look for that are issues and possibly a second training. After training the committee will split up in group, possibly 3 to a group each group include one facility staff member and preform 2 school inspections. The committee would like to perform inspections during non-school days to prevent disruption.

4. Other

There was discussion on how to get building staff proactive on advising facilities of issues/instances found. Could this be a staff meeting roadshow?

Tim discussed getting temp help over the summer to help draft dedicated zones for each building. Also, to update and make changes to safety & environmental sheets.

5. Next Meeting

Meetings will be the 3rd Thursday of every month. Next meeting is February 18th, 8:00 Am at DCS.

Follow up items:

- Contact Josh for training Crisis Management/Emergency Modular in School Dude for training after January meeting
- Post minutes in each building or on website?
- Download from www.nh.gov/labor?
- Review Student accidents
- Lettering Company