

Milford School District
Joint Loss Management Committee
Minutes

Monday, January 13, 2014

2:30 pm – 3:30 pm

HP

Attendees: Denise Patrizio, Jen Burk, Helene Bureau, Chantal Alcox, Amanda Bentley, Erik Anderson

Absent: Steve Claire, Katie Chambers, Butch Ross, Mary Arrowsmith

2:30pm

Building Reports

The High School distributed keys to all staff members, and have keys available for subs to use to lock doors in the case of a lockdown.

Heron Pond did have icy conditions on Monday, January 6th due to the weather, and the custodial staff did try to keep up with sanding outside surfaces, but were faced with rainy weather washing away the sand. In addition, the door hinge mechanism broke on one of the front doors – it is in the process of being fixed. Some rooms in Heron Pond still need to have window coverings that can be used during a lockdown. In addition, a couple of rooms still have issues with windows not opening (used as another point of exit in an emergency). The key pad for the main entrance doesn't always work (particularly the number 0 button).

No issues were reported in the other buildings.

2:40pm

Review of Workers Compensation Log

Jen distributed a copy of the most recent summary of Workers Comp claims submitted since the start of the year – no claims stand out as being egregious.

2:50pm

Heron Pond Walk-through

The Committee did a walk-through inspection of the kitchen/cafeteria, hallway, stairwells, computer lab and custodial areas. Nothing was noted during the inspection.

3:10pm

Other

Next meeting scheduled for Monday, March 17 at 2:30pm in the Middle School. The final meeting is scheduled for Monday, May 19 at 2:30pm in Jacques/Sage.