

**Milford School District**  
**Joint Loss Management Committee**  
**Minutes**

Monday, June 03, 2013

2:30 pm – 3:30 pm

SAGE/JACQUES SCHOOLS

**Attendees:** Lise Tucker, Denise Patrizio, Jen Burk, Erik Anderson, Colleen Hackett, Amanda Bentley, Mary Arrowsmith, Helene Bureau

**Absent:** Steve Claire, Katie Chambers, Bill Cooper, Butch Ross

- 2:35pm      **Welcome**-by Denise Patrizio- Building Review report of Heron Pond presented. Bill Cooper was not present to say how issues were rectified and Denise will get update from Bill this week. Helene Bureau, who is at HP, reports that all carpets will be rebound this summer.
- 2:40pm      **Review of Workers Compensation Log**- Discussion continues regarding CPI training for Paraprofessionals. Safety Committee recommendation is that SAU administration and Special Education review procedures and discuss how to deal with mid-year hires as well as all new employees. **Primex** recommends all classified staff (involved with the students) have the **CPI training** to be proactive and prevent injuries. CPI training is difficult to accomplish due to the hours needed, the expense, and the continuing education required of the trainers.
- 2:50pm      Discussion regarding timing of employee accidents involving slipping on icy walkways or stairs as Butch Ross mentioned at previous meeting that perhaps on delayed openings staff members are arriving before the custodians have had time to clear the walkways. Based on timing, Jen Burk states this is most likely not the case as the custodians are here at 6 am.  
Update on employees with keys-Denise P. reports that all paraprofessionals at the H.S. now have keys to the classrooms for safety especially during lock-downs. All substitute teachers will have keys as well. Colleen Hackett will check the status of the MMS key situation and HP and Jacques/Sage say they are “all set”.
- 2:50pm      Group divided into 2 teams to inspect SAGE and Jacques School.
- 3:20pm      Reconvened to collect reports to give to Bill Cooper for follow-up to present to building Principals.
- 3:30pm      Meeting adjourned. **Next meeting scheduled for September 30, Monday, in SAU at 2:30.**

Respectfully Submitted,  
Mary Arrowsmith, RN, BSN  
Secretary of Joint Loss Management Committee