

Joint Loss Management Committee (JLMC)

WMS 2:00 PM - 3:00 PM

RECORDER:

Meeting start time:

2:03 PM

Present: Chris Hunt, Rhonda P, Maria, Roger P, Julie L, Kathy Rawley, Todd Wells, Kori Becht, AnnMarie Morse, Scott Hardiman, Paul Belanger, Pauline F

AGENDA:

Building tour checklist/review (sub-committees) Interior/Exterior
Injury and accident report review
Accident follow-up (5 calendar days)

Meeting Notes:

1/9/20

Entrance Well lit-yes
floor mats not inside of all entrances

floor mat are maintained
steps need improvement

Is there a sign directing all visitors-not needed due to how they enter the building

Desks in the office are appropriate
cords are covered
file cabinet draws are not left open

Middle school office has cords everywhere-try to reduce the amount

Hallways are well lite, and free of depris

Flooring material in good conditon-we have some cracked tiles

Lockers are securly mounted to walls and floors
heat registers-yes not blocked and working

Fire alarm boxes and extinguishers still need mounting
During the working day-wet floors signed are used
Stairs are good condition-building improvement helped-treds not needed with current condition
Exit doors are open freely and provide an unobstructed path to an outside-yes

Always working and
monitoring clean
classrooms and clutter free
There are some windows
that need repair

Rest rooms-clean and dry
to prvent slips-yes

Chairs, desks and seats in
need of repair-always
monitoring

Are floors free of standing
water or liquids-yes

electrical junction boxes-
should have proper covers
in place

no doors are padlocked, exit paths are marked and maintained free of debris,

Other concerns/questions

working on pricing for floor mats

VCT in hallways

Windows old cracks

Main office cords

Delivery area-needed additional lighting -it was reported and installed a light-all corrected at this time

Going through the report-any injuries reported at WMS

5 injuries-since beginning of school (2019-2020)

1 move in-shelf fell on staff members foot

Dec- 4 injuries-shade fell on employees arm-lock wasn't installed

fall on ice-wasn't that icy-just hit the ice wrong and fell

Staff member fall in Cafe-trying to carry too many things tripped on broom she was carrying

Staff member cut finger when slicing

not real concerns -accidents happen -nothing reported could have been prevented

Meeting adjourned:

2:43 PM

Next meeting: 4/13/2020

Blue lights installed at GB and Middle-identification system if intruder enters the building

if panic button is initiated the b

Bill Hickey had a concern about falls happening in the back of middle school-non have been reported

Center School and HS will even

AnnMarie had a question about doors being open first thing in the morning-doors are then locked at 8am-how do we control who can

System is still in place-it is a matter of bringing it up so people can use it-it will be brought up to the safety committee tomorrow



	Custodian closets-keep doors shut due to chemicals, facilities will maintain a list of chemicals beign used.	Boiler rooms- doors locked, chemical containers clearly marked, room is clean and orderly
Gym-bleeetchers are in good condition and may have the guard rails	Main office should also need as well.	
Floors are in good condition		
We have mat in some areas-may need more-work in progress		

Center School

Blue lights indicate high traffic areas where you might not hear the announcements

usually be installed as well.

me in during the time the doors are opened.