



TOWN OF VERNON

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Risk Management Committee

Town of Vernon, Risk Management Advisory Committee March 24, 2015 meeting – DRAFT

In Attendance:

Jim Luddecke, Committee Member
Fred Padget, Committee Member
Bill Gilson, Committee Member
Paul Jonas, Committee Member
John Morissette, Committee Member

Chris Wardrop, USI
Dawn Maselek, Assistant Town Administrator
Michael Purcaro, Business Manager, BOE/Risk Manager
Jean Gauthier, EMS Coordinator
George Tammaro, CIRMA

Absent:

Tony Zappola

Meeting called to order by Paul Jonas at 7:05 p.m.

Public Comment

There was no public comment.

Approval of Minutes

Bill Gilson made motion to approve minutes from December 9, 2014 meeting, seconded by Michael Purcaro with discussion for amendment. Motion passes with approval of amendment.

New Business

- a. Mr. Fred Padget and Mr. John Morissette were introduced to the Committee.
- b. Michael Purcaro provided an update to the Town's Emergency Operations plan. School plan due by June 30, 2015. The Everbridge system is up and live; promotion underway.
 - Recommendation to determine if the system can be tagged to the school's notification system.
- c. Update provided on EMS training and protocols regarding contagious diseases by Jean Gauthier. Both safety and financial risk if calls are miscalculated. Other updates in EMS consisted of Narcan, CPAP machine, clearing C-spine and glucose monitoring.
- d. George Tammaro presented the Town and BOE's Loss Analysis. Combined there is an overall downward trend.
 - Jim Luddecke requested a carve out of H&H from the other claims. George Tammaro will look into it.
- e. Town Safety Committee had several cancellations due to snow, meeting March 25, 2015. Reminder notifications sent to all staff to contact Public Works in the event of icy conditions. Michael Purcaro provided update for BOE Health & Safety Committee. Provided copies of new Injury and Accident and Investigation forms for the Town and BOE to RM Committee.
 - BOE is establishing a wellness program.

- f. Discussion for extension of LAP broker contract took place. Current contract allows for the Town to extend contract.
- Motion by John Morissette to enter into executive session to discuss, seconded by Paul Jonas.
 - Motion by Paul Jonas to recommend the Town extend the contract for one year, seconded by Jim Luddecke. All in favor.

Motion to Adjourn made by Bill Gilson, seconded by Jim Luddecke. All in favor. Meeting concluded at 8:50 p.m.

Next meeting June 9, 2015

Prepared by: Dawn R. Maselek, Assistant Town Administrator