



**Risk Management
Committee**

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TOWN OF VERNON

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VERNON TOWN CLERK
16 JUN 13 AM 9:09

**Town of Vernon, Risk Management Advisory Committee
March 8, 2016 meeting – DRAFT**

In Attendance:

Jim Luddecke, Committee Member
Fred Padget, 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
Robert Grasis, WPCA Liaison

Absent:

Bill Gilson, Committee Member

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

Public Comment

There was no public comment.

Approval of Minutes

Jim Luddecke made motion to approve minutes from December 8, 2015 meeting, seconded by Fred Padget. All in favor, with one abstention by John Morissette.

New Business

- a. Chris Wardrop (USI) discussed reduction of liability costs for the Town. Total reduction of five percent for the next year.
- b. Dawn Maselek provided a review of risk management for Recreation programs and upgrades to staff training. New releases being drafted, CIRMA to review.
- c. Discussion for RFP moved to end of meeting. Discussion took place regarding the RFP for the insurance broker. Jim Luddecke explained the bid process.
- d. Michael Purcaro provided an overview of OSHA 300 trending since 2012.
- e. Michael Purcaro discussed the IMPACT 2016 training exercise to take place this summer at one of the schools.
- f. Dawn Maselek gave update of the Town's Safety Committee. Michael Purcaro gave an update of the Schools' Safety Committee. School's primary focus was preparing the school buses and buildings for anticipated cold snap. Michael Purcaro explained sign language program for first responder training. Fred Padget asked about the Fire Department CPR Training. Michael Purcaro said it was well received,

the response was overwhelming. The Town received a Heart Healthy designation from the American Red Cross.

- g. Both the Town and BOE continue with First Aid, CPR & AED training. Should be complete by fall.

Old Business

- a. Chris Wardrop (USI) provided an update on the Fire Accident & Sickness Coverage. The Town received quotes from two agencies and provided the comparisons. The quote will be reviewed and discussed with the Fire Department.
- b. The Schools utilized the new school travel insurance, which expands the territorial definition of coverage past the U.S.
- c. Dawn Maselek provided an update on the Amerbelle project. April 16th is scheduled walk-through, bids are due on the 31st. The Tower will be taken down by hand due to proximity of the road.
- d. Currently there is still no drone coverage, so they are grounded.

Motion to Adjourn made by Paul Jonas, seconded by Jim Luddecke. All in favor. Meeting concluded at 8:29 p.m.

Next meeting June 14, 2016

Prepared by: Dawn R. Maselek, Assistant Town Administrator