

Town of Vernon, Vernon, Connecticut
Risk Management Advisory Committee

RECEIVED
VERNON TOWN CLERK
11 DEC 19 AM 10:29

Minutes of Meeting of December 13, 2011

Meeting called to order in Town Council Chambers by Chairman Males at 7:03 PM

Attendees: Committee Members: George Males, Ellen Kates, Bill Mc Manus, Carl Slusarczyk, Tony Zapolla, Paul Jonas
Board of Education Representative: William Nicholson
Town Representative: John Ward, Town Administrator
Guests: - Christopher Wardrop, Producer, USI

Public Comment: There were no members of the public present

Discussion:

1. Motion made by Carl Slusarczyk, second by Tony Zapolla, to accept the minutes of the Committee meeting of October 25, 2011. Vote unanimous.
2. Establishment of Committee Meeting Schedule for 2012. Chairman Males proposed a schedule of 6 Regular Meeting for 2012: February 14, April 10, June 12, Sept 11, Oct 9, and Dec 11. Motion to approval the schedule made by Mr. Jonas, Second by Ms. Kates. Vote unanimous.
3. Items to be added to tonight's agenda. Mr. Mc Manus proposed adding two items: (1) Annual Election of Committee Chairman, and (2) Discussion of CIRMA Loss Control Reports. Motion Seconded by Mr. Zappola. Vote unanimous.
4. Election of Committee Chairman. Mr. Slusarczyk moved to reelect Mr. Males as Chairman for the 2012 Calendar Year, Second by Mr. Jonas. No other nominations made. Vote unanimous.
5. CIRMA Loss Control Reports. Mr. Mc Manus commented that CIRMA has normally produced comprehensive annual Loss Control reports capturing the total claims the previous year by Department, type, etc. These were normally provided in October in prior years. The question was posed whether CIRMA has provided the 2011 report yet and their service in this regard.

Mr. Ward indicated he would follow up with CIRMA on these reports. Mr. Wardrop provided an overview of the type reports CIRMA has available and suggested we tie that request into a propose program for the new Town Risk Management Committee. (See next item).

6. Chief Call was not able to attend tonight's meeting to provide an update of his activities coordinating the townwide safety committee.

In his absence, Mr. Wardrop provided an outline of a proposed schedule of meetings and topics for discussion of the new Townwide Safety Committee that is forming. He indicated he will continue to work with both Chief Call and the Town officials on this important initiative.

The Committee commended Mr. Wardrop on his proposal and recommend that in the interest of efficiency and cooperation, Mr. Wardrop and Mr. Ward coordinate its request for special reports from CIRMA consider items of common use and value to both the Risk Management Committee and the Town Safety Committee.

7. Board of Education Representation on the Risk Management Committee. Mr. Nicholson introduced himself as the new BoE rep to the Committee. He replaces Dave Kemp in that role.

Mr. Ward mentioned that the Risk Management Committee also calls for a representative from the Water Pollution Control Authority. He will remind them of their option to assign a representative as well.

8. Adjournment: Motion made to adjourn the meeting made by Ms. Kates, Second by Mr. Slusarczyk. Vote unanimous. Meeting adjourned at 8:17 PM

Next Committee meeting – Tuesday, February 14, 2012, Town Council chambers.