MINUTES

TOWN OF VERNON **RISK MGMT. ADVISORY CMTE.**

Town of Vernon, Connecticut Risk Management Advisory Committee
Meeting Minutes
October 26, 2010

The special meeting was called to order by Carl Slusarczyk at 7:05 p.m.
The attendance did not meet the minimum quorum requirements for voting purposes.

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In attendance
Ellen M. Kates, Committee Member
Carl Slusarczyk, Committee Member
Tony Zapolla, Committee Member
Peter Graczykowski, Assistant Town Administrator / Town Liaison
William M. Call, Fire Chief / Risk Management Program Coordinator

Absent
George Louis Males, President
Paul Jonas, Jr., Committee Member
William J. McManus, Committee Member

Public Comment
There were no members of the public in attendance.

Approval of Prior Minutes
The Committee reviewed the September 22, 2010 Minutes of Special Meeting, but did not approve the Minutes due to lack of quorum. The approval of the Minutes of September 22, 2010 will be placed on the Agenda of the Regular Meeting scheduled for December 14, 2010.

New Business
The Committee discussed and proposed the following tentative dates for the Calendar Year 2011 schedule of Regular Meetings:

- February 8, 2011, 7:00 p.m.
- April 5, 2011, 7:00 p.m.
- May 17, 2011, 7:00 p.m.
- June 28, 2011, 7:00 p.m.
- September 20, 2011, 7:00 p.m.
- October 25, 2011, 7:00 p.m.
- December 13, 2011, 7:00 p.m.

The Committee did not approve the proposed schedule due to lack of quorum. The approval of the proposed Regular Meeting schedule will be placed on the Agenda of the Regular Meeting scheduled for December 14, 2010

Old Business

The Committee asked Chief Call as the Town Risk Management Program Coordinator to report on the progress of the Risk Management Program implementation. Chief Call submitted a report on the best practices assessment conducted at the Department of Public Works on October 22, 2010. CIRMA's Dave Demchak and Peter Graczykowski also participated in the assessment meeting with the Director of Public Works, Robert K. Kleinhans. Chief Call discussed with the Committee findings and stated that the information would be collected in a Town-wide matrix that would serve to develop recommendations and tracking of implementation of risk management measures for each Department. Chief Call stated that he would next schedule the assessment meeting with the Vernon Police Department.

Next Meeting

The next regular meeting is scheduled for December 14, 2010 at 7:00 p.m., in the Council Chambers at the Town of Vernon Town Hall, 14 Park Place, Vernon, Connecticut, unless announced and posted differently.

Motion to adjourn was made by Carl Slusarczyk at 8:05 p.m., seconded by Ellen Kates, and passed unanimously.

Prepared by

Peter Graczykowski, Assistant Town Administrator