

Minutes

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Town of Vernon Risk Management Advisory Committee

Town of Vernon, Connecticut Risk Management Advisory Committee
Meeting Minutes. (DRAFT)
October 25, 2011.

The regular meeting was called to order by George Louis Males at 7:05pm.

In attendance,

George Louis Males, Chairman
Tony Zapolla, Committee Member
Paul Jonas, Jr., Committee Member
Carl Slusarczyk, Committee Member
William M. Call, Fire Chief/Risk Management Program Coordinator
John Ward, Town Administrator/Town Liaison
Chris Wardrop, USI Connecticut, Town of Vernon Broker Representative

Absent

Ellen M. Kates, Committee Member
William J McManus, Committee Member

Public Comment

There were no members of the public in attendance.

Approval of Prior Minutes

A motion to revise and then approve final draft minutes from the regular meeting of September 27, 2011 was made by Mr. Males, seconded by Mr. Zapolla, and passed unanimously.

New Business

At present time there is no replacement for Peter Graczykowski, assistant Town Administrator/Town Liaison. Mr. Ward was present to help keep us informed as a search for assistant town administrator continues.

Old Business

Chief Call spoke as the Town Risk Management Program Coordinator to report on the progress of the Risk Management Program for the Town of Vernon. At present time, due to the change in administration with the Town of Vernon, things are in flux. Discussion continued about the formation of a townwide safety committee. Training sessions, including on line training, were discussed as tools that could be used in the future. Mr. Wardrop spoke of his experience with helping municipalities establish practical goals for safety committees highlighting safety and wellness of employees. A plan could be established to provide improved safety for all employees. Discussion continued to make a plan that would include a schedule and coordination from all department heads. A goal could be to have the first safety committee meeting in January with a mission established at that time, quarterly meetings could be scheduled for the future. CIRMA would be used as a resource for reports to help focus the efforts of the committee to see where the most claims are occurring.

Mr. Ward was optimistic that we could move ahead with safety committee as some work has already been started in that direction. The focus of the safety committee would be on the key areas where claims are occurring, as well as the frequency and severity of claims.

Mr. Wardrop offered many ideas and his assistance on an ongoing basis. Chris will help customize reports for us from the various insurance carriers.

Next Meeting

The next regular meeting is scheduled for December 13, 7:00pm, 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 Mr. Zappolla at 8:05pm, seconded by Mr. Slusarczyk. and passed unanimously.

Prepared By _____

Paul Jonas, Jr., Committee Member.