

Town of Vernon, Vernon, Connecticut
Risk Management Advisory Committee

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Minutes of Special Meeting of September 22, 2010

Meeting called to order by Chairman Males at 7:03 PM

Attendees: Committee Members: George Males, Ellen Kates, Bill Mc Manus, Carl Slusarczyk, Paul Jonas
- Absent: Tony Zapolla,
Town Representative: Peter Graczykowski, Assistant Town Administrator
Guests: Christopher Wardrop, Producer, USI
David Demcheck, Vice President, CIRMA
William Call, Chief, Vernon Fire Department, and new Safety Committee Chairman, Town of Vernon.

Public Comment: There were no members of the public present

Discussion:

1. Motion made by Carl Slusarczyk, seconded by George Males, to accept the minutes of the Committee meeting of June 15, 2010. Vote unanimous.
2. Motion made by Carl Slusarczyk, seconded by Ellen Kates to nominate George Males to serve as Chairman of the Risk Management Committee for the next 12 months. Vote - unanimous.
3. Chief Call was introduced to the Committee for the first time since his appointment by the Mayor and Town Council in the Spring of 2010 as the Town's new Safety Committee Chairman.

Chief Call explained his activities since his appointment regarding his new duties as Safety Committee Chairman. He has met with members of the Town Administration and with representatives from CIRMA and USI to develop a plan of action and target goals for the 2010 -2011 fiscal year.

His next steps will be to conduct a series of meetings with Town Department Heads to both capture and document risk management policies and procedures in place, or not, and to emphasize the importance of sound risk management polices and procedures from both the perspective of promoting the safety and wellness of our workforce and in controlling the costs to the town and taxpayers of risk management programs.

This process will go a long way toward capturing and sharing what programs and policies we have in place as well as identifying major gaps in same for future

4. Mr. Demcheck explained the role CIRMA has played in working with Chief Call in these initial stage of introduction and development. He cited CIRMA's vast experience both in developing and conducting several risk management programs for other towns and working with several on developing effective risk management programs with them. He pledged CIRMA's continuing participation with Vernon and Chief Call in this regard.
5. Mr. Wardrop explained the cooperative steps USI has likewise taken in this initial training phase and likewise pledged their ongoing assistance and cooperation in this effort.
6. The Committee expressed its pleasure at the positive action the Town Administration and Town Council has taken to create and fill this new Safety Committee Chairman position and looks forward to working with the new Director as he works to enhance the town's Risk Management program. It's a positive step forward that the committee has supported for some time.
7. As requested at the prior committee meeting, Mr. Wardrop presented his initial lists of major "what if" scenarios of potential risks to Vernon or any other town. The committee agreed to take this list under advisement in its ongoing deliberations. Mr. Wardrop provided a list of various training programs both USI and the Travelers provide on these various topics.

Reminder: Next scheduled committee meeting, October 12, 2010, 7:00PM, Town Council chambers.

Motion to adjourn made at 8:12 PM by Mr. Jonas, Second- Mr. Slusarczyk, Vote-unanimous.