



**Claremont Police Department**  
 58 Opera House Square  
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**JOINT LOSS MANAGEMENT COMMITTEE**

**MINUTES**

May 10, 2016  
 Fiske Free Library

***CALL TO ORDER:***

The meeting was called to order by Bette Shattuck at 0930.

***ROLL CALL:***

Present:	Representative	Department	Representing
	Marcy StPierre	CPD	Employer
	Marlene Jordan	City Hall	Employer
	Pam Dyer	City Hall	Employee
	Lisa Richmond	City Hall	Employer
	Bette Shattuck	Human Resources	Employer
	deForest Bearse	Planning & Development	Employee
	Chris Pixley	CFD	Employee
	Mark Brislin	Community Center	Employer
	Marta Smith	Library	Employer
	Victor StPierre	DPW	Employer

Members Absent

Richard Bergeron	CFD	Employer
Andrew O’Hearne	CPD	Employee
Justin Martin	GCC	Employee
Michael Grace	Library	Employer
Richard Robbins	DPW	Employee

***MINUTES OF PREVIOUS MEETING***

Minutes from March 15, 2016 meeting were reviewed.  
 Motion to accept minutes was made by Marlene Jordan.  
 Motion Seconded by Pam Dyer.  
 Motion was voted on and passed.

***CORRESPONDENCE:***

None



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***BUSINESS:***

-Victor StPierre advised the committee of how many hypodermic needles the DWP has been picking up. At the present time there is no place to properly dispose of the needles. Marta Smith will do some follow-up to see where these needles can be disposed of.

-Victor also was looking for a policy along with the training. Bette will have Phil St.Cyr from Primex come this spring/summer vs the fall. This is our year to have the bi-annual training on bloodborne pathogens.

-Bette Shattuck has Safety Manuals for each Department and Committee Member which will also be posted on the City website.

-Bette has safety manuals almost ready for distribution. We are waiting for one more section to be reviewed and approved Victor StPierre will get this information back to Bette.

***REVIEW OF CITY ACCIDENT REPORTS:***

A review of all city claims due to work place accidents was completed.

***ACCIDENT REPORTS:***

Department	Type of Incident	Location of Injury	Lost Time/No lost Time
DPW	Slipped on a culvert	back	None
CPD	Dog bite	Leg	None
CFD	Slip on speedy dry	Hernia	None

Safety Walk Through at the Library

None

***NEXT MEETING: Bette will schedule and send out calendar notices for August 8, 2016***

***Location – Claremont Fire Department***

**Motion to adjourn @ 10:25 am by Marta Smith, second by Marlene Jordan. Motion voted on and passed.**

Respectfully submitted,



Marcy StPierre

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**PROMOTING WORKPLACE SAFETY FOR CITY EMPLOYEES**