

Meeting Minutes Subject to Approval

Health & Safety Committee Meeting July 7, 2010 9:10 – 9:45 A.M.

Committee Members Present

RJ Elrick, Chair
Steffanie Bourque, Clerk
Bill Dritschilo

Other Guests Present

None

Agenda Items

I. Call to Order

The meeting was called to order at 9:10 a.m.

II. Review of Meeting Minutes

Bill Dritschilo made the motion to approve the June 2, 2010 meeting minutes as written. The motion was seconded by Steffanie Bourque and approved by a majority.

III. Approval of Communicable Disease Policy and Exposure Control Plan

The Committee reviewed the changes to the draft Communicable Disease Policy and Exposure Control Plan. Bill Dritschilo noted some typographic changes. Bill Dritschilo made the motion to approve the Communicable Disease Policy and Exposure Control Plan as amended. The motion was seconded by Steffanie Bourque and approved by a majority. The policy and plan will be referred to the Selectboard for adoption at their July 12, 2010 meeting.

IV. Review Draft Safety & Health Program Manual

Bill Dritschilo made the motion to table review of the manual because Brian Sanderson and Todd Blow were not in attendance. The motion was seconded by Steffanie Bourque and approved by a majority.

V. Schedule Communicable Disease Policy Training with VLCT

Steffanie Bourque agreed to consult with Brian Sanderson and Todd Blow regarding a convenient meeting time for the training in late July-early August and then schedule the training with Wade Masure of the Vermont League of Cities and Towns.

VI. June 14 and July 1, 2010 Loss Control Inspections Follow-up

Bill Dritschilo commented that the loss control inspections of the Town Office and Fire Station revealed many of the same conditions from the previous inspections persist. There were no major issues identified at the recreational facilities. Reports from Wade Masure are forthcoming.

VII. Employee Safety/Health Concerns

There were no reported concerns.

VIII. Injury Reports

There were no reported injuries.

IX. August Agenda Items

Review of the draft Safety & Health Program Manual was added to the August agenda.

X. Adjourn

Bill Dritschilo made the motion at 9:45 a.m. to adjourn the July 7, 2010 meeting of the Proctor Health & Safety Committee. The motion was seconded by Steffanie Bourque and approved by a majority.