

**Joint Loss Management Committee (otherwise known as JLMC or Safety Committee)  
Meeting Minutes**

**Entity Name:** Nashua Regional Planning Commission

**Date of Meeting & Start Time:** August 17, 2022, 10:00am

**JLMC Representatives (Name & Title):**

<i>Management Representatives</i>	<i>Employee Representatives (Non-Supervisory)</i>
<b>Sylvia Nassy, Business Manager</b>	<b>Vince Noga, Trans./Planning Analyst</b>
<b>Matt Waitkins, MPO Coordinator</b>	<b>Kristin Wardner, Admin. Asst.</b>

*Lab 603.02: Must have equal numbers of employer and employee representatives or more employee than management representatives.*

**Committee Purpose:** The purpose of a JLMC is to bring workers and management together in a non-adversarial, cooperative effort to promote safety and health in each workplace.

**Meeting Discussions**

<i>1. Reviewed committee's responsibilities</i>
<i>2. Reviewed current safety program</i>
<i>3. Discussion about creating new Safety Program that follows DOL guidelines.</i>

**Chap Lab 603.03: Action Plan, Assigned Duties, & Responsibilities:**

<i>-Meeting schedule set for next year (9/21/22, 11/16/22, 2/15/23, 5/17/23). -Vince: Begin reviewing current traffic counting policy and updating as needed. -Sylvia: Property Management information -Kristin: Begin drafting new safety program; Create webpage for Safety Committee; minutes</i>
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**Review from Previous Meetings:**

<i>N/A - First meeting.</i>
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