

Workplace Safety Committee

Winslow, Maine

Minutes for June 14, 2023

Meeting Opened at 3:33p.m.

Present: *Police Lieutenant Brad Hubert, Fire Lieutenant Mike Murphy, Library Director Lisa Auriemma, Public Works Director Paul Fongemie, Assessor Judy Mathiau, Parks & Rec Director/Chairman Amanda McCaslin and Secretary Tanya Groce*

Absent: *No one.*

Secretary's Report: Judy moved to accept the minutes of the May 10, 2023 meeting as written, Paul seconded, all in favor.

Accident Reviews:

Police Dept: On 6/9, an Officer was attempting to arrest the subject for outstanding warrants when the subject fled, and he chased the subject through brush. During the foot pursuit he hurt his knee (unknown when) as well as causing several minor cuts to both arms and right leg. No loss of work.
Corrective measures: Should've secured the subject sooner to avoid having the opportunity to run.

Fire Dept On 6/5, after returning to the Fire Station, a Firefighter turned into the apron and noticed a car crest the hill on Benton Ave from the North. In reaction make him back up quicker than normal and thought he had more space between truck and Fire station and ended up striking the right rear bumper against the bay door. Bumper was displaced approximately ½-1 inch with some bending. Has been fixed since the accident.
Corrective measures: Take more time and be aware of your surroundings. Very hard when FD needs longer apron. Need more room from the station to the road for trucks to make turn/backup safely.

Fire Dept On 5/9, a Firefighter was working a code while performing chest compressions and bodily fluids misted out of the ET tube and landed on his arm and face and in his mouth. Was seen by Workplace Health with appropriate lab work and shot administrated.
Corrective measures: Proper PPE should've been worn.

Public Works On 5/23, a Public Works crew member was attempting to open a cover for a service access point when his hand slipped and struck the cover and lacerated the top of his right hand.

Corrective measures: Should've been wearing the appropriate PPE.

Old Business

All members need to review Sections 1,4 & 5 of the Safety Manual by the next meeting.

New Business:

Amanda mentioned starting to use Action plan/assignments in the minutes going forward (see bottom).

Wellness Workshop coming up on Monday, June 26th at Noon. Includes luncheon.

Amanda mentioned that the Town is now SHAPE certified and will distribute our paperwork to all departments.

Amanda asked for input on creating a GOAL for the Safety Committee. Amanda's idea was to fix the safety manual.

Amanda mentioned possibly putting together a Winslow All email to get all employees excited about Safety and Wellness and to get them involved, for example: having each employee do their own vehicle inspections daily.

Amanda brought up a point about learning the different departments evacuation plans while at their location. Example, for the first time, the June 2023 Election was held at the library, but the library evacuation/emergency action plan was never gone over with the Election Staff.

Action Plan/ Assignments:

Everyone: Bring a GOAL to the next Safety Meeting. Even involve your employees.

Everyone: Needs to have their employee do an accident report every time there is an accident. Not just the form that is submitted to MMA. *Form attached

Tanya: Reach out to Sherie to have to attend an OSHA Recording Class

Everyone: Share and encourage your employees and co workers to attend a Wellness Workshop.

Tanya: Start sending out approved minutes to all employees.

Tanya: Will reach out to IT about how to get all departments access to the S Drive.

Mike Murphy Talk over with Lt Reny, to see if he is available to talk to Summer Fun Camp on the 23rd @ Elementary.

Judy moved to adjourn the meeting at 4:17 pm; Paul seconded, all in favor.

Next Meeting will take place on July 12, 2023.

Respectfully Submitted, Tanya Groce- Secretary