

TOWN OF WELLESLEY SAFETY COMMITTEE MEETING NOTES

Tuesday January 7, 2020, 1:00- 2:00 PM

DPW Training Room

Attending: Jennifer Glover, Scott Szczebak, Inna Ivers, Jeff Azano-Brown, Michael Carmody, Kristen Stacy, Sally Rose, Arne Christansen, Vivian Zheng, Stephanie Hawkinson, Ed Dorgan (MIIA)

Welcome

Ed Dorgan from MIIA attended the meeting and shared information on training, grants and rewards. MIIA offers training on many topics in the form of in-person, webinars, or on demand. Doing these trainings can offset our liability insurance cost. Ed will also participate in this meeting.

Incident Review

November & December 2019. Normal month in terms of number of incidents. Nothing totally out of the ordinary, however 1 DPW incident was quite dramatic but thankfully no serious injury. 1 DPW worker did not report incident for 10 months. Now out of work. Please remember that no matter how minor the incident, people need to report it as soon as possible.

Ed had some questions about light duty and retraining. TOW does not have a light duty program, however they offer light duty when available. DPW does online retraining for vehicle operators - National Safety Council's defensive driving course. However it is not focused for the DPW jobs. MIIA has a driving simulator, which DPW last used in 2017. Ed will look at town specific training for TOW. Schools recertify every 2 years for Safety Care training. Only selected individuals get trained.

Q&A

Do we want union reps to attend these meetings? According to Ed, Union Reps are not generally involved at every meeting unless there is something emerging. It is agreed that it is more important to have the people who are doing the work be represented at this meeting. We will be sure to inform reps of important info. Maybe put union reps on distribution emails.

What can be our first town-wide initiative?

IT was decided that we will do a monthly safety spotlight for the whole town. DPW does one now for DPW only. It is really meant to spark conversation and there is an expectation for managers to distribute and communicate to workers. DPW's came out of their safety handbook.

We could make a town wide newsletter and it will be up to the specific department to create a focus for their specific department. Have a special meeting on safety in the town or talk about safety during regular department meetings.

We will gather ideas for topics, look at commonalities and develop a schedule.

TO DO

Each member should ask their department for topics of interest regarding safety, include any specific time of year, and forward them to Jen. Also forward ideas for a catchy title!

Ed will forward some examples of mission statements.

Jen & Stephanie will work on webpage.