

**City of Somersworth**  
**MINUTES OF THE JLMC MEETING**

April 29, 2021 at 10:00 AM via ZOOM

Members Present: Matthew Duval, Chair; Linda Corriveau, Secretary; Michael Bobinsky; Kristen Davenport; James Drakopoulos; Barbara Ross; John Sunderland

Members Not Present: Placide Nadeau; Billy Walden

Others Present: Phil St. Cyr from Primex

Matthew Duval, Chair called the meeting to order at 10:11 AM

As Chair of the Joint Loss Management Committee, I, Matthew Duval, Police Lieutenant find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

We are utilizing Zoom for this electronic meeting. All members of the Committee have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously watch by way of Zoom.

MINUTES OF THE 2/04/21 MEETING

Mike made a motion to make an edit to his comments under Concerns/Training/Accomplishments to remove "ensure no" to "prevent" on point three. Then he made a motion to accept the minutes. The motion was seconded by Linda and passed unanimously.

NEW BUSINESS

Accident Reports – accident reports for the reporting period (02/02/21-04/28/21) were provided. We discussed one by one the seven (7) workers compensation injuries and the five (5) property and liability claims that happened since our last meeting.

Updating of Safety Manual – Building Checklist – Linda asked for edits from the committee and Mike will forward suggested edits to Linda. Phil St. Cyr reiterated that all of LAB 1400 should be included in the Safety Policy.

Concerns/Training/Accomplishments-

- Matt mentioned that:
  - All Sworn Police Personnel have completed a mandatory 6 hour of Ethics and Bias training
  - Busy with Active Shooter training online and in person
  - Firing range has been given a face-lift with the help of Public Works and a few officers by building up the berms, installing new plywood and restructuring the courses.
- Mike mentioned:
  - The City-wide online harassment training has been completed.
- Kristen talked about the summer program including COVID protocols and training of staff.

OLD BUSINESS

None

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MISCELLANEOUS

Phil mentioned the DOL is looking at JLMC structure and suggesting not only a quorum but a balanced quorum, possibly requiring alternates and always lean towards labor.

James asked Phil for an updated on the reopening of the Primex building and in person training. Employees are all still working from home as the building has been closed since March 2020. They hope to be back in the building in the fall. Some inspections are happening in person and maybe some trainings happening starting in June.

DATE OF NEXT MEETING

August 5, 2021-10:00 am via ZOOM.

ADJOURNMENT

At 10:49 AM, James motioned and seconded by Mike. The motion carried unanimously.

Respectfully submitted,  
Secretary Linda Corriveau