



## Claims & Loss Control Committee Meeting Minutes Thursday, August 20, 2020 via WebEx

The meeting began at 9:06 am

**CLCC Members Present:** Bruce Chapin (Atlantic), Dan Christopher (BROSCO), Adam Robbins (Howe), Jason Thacker (Howe), Frank Atkinson (Cape Cod), Andy Sharr (Concord), Nancy Roach (Hingham), Sheila Todd (Koopman), Barbara LaFerriere (NAC), Deb Torres (NAC) John Howell (Shepley), Wayne Moriarty (Atlantic), Rosa Wright (Mid Cape, Guest Member),

**CLCC Members Absent:** Linda Lyons (BROSCO), Tom McManus (Cape Cod), Ryan Woundy (BCG), Leah Smith (Concord), , Tiffany Wessling (DB&S), Mike Rygiel (Moynihan), Michael McNeil (Moynihan), and Tom Slater (Keiver), John Hoell (Shepley),

**Partner Representation:** Dave Gluck (NRLA), Cheryl McCarthy, Marty McInnis, Gary Moran, Deb Williams, and Kathy Camire all from Future Comp.

**Meeting Minutes:** Review of the meeting minutes from January 23, 2020 was done and it was noted that there were no minutes from the April meeting.

*A motion was made to approve the January 23, 2020 minutes as represented by Deb Torres. The motion was seconded by Adam Robinson and unanimously approved by all those present.*

**Training Video:** Adam Robbins provided an update on the lifting training video. Two locations have been visited (North Atlantic and Howe Lumber). Koopman will be the next location. Adam feels it will be a great tool for everyone since it covers a wide range of the different types of lifting. He indicated that Tempest has been great to work with and that the plan is to roll out the video to the membership at the November workshop.



**Prior Period Large Loss:**

There were four large losses (>\$50,000) to discuss; one from Brockway Smith and three from Shepley Wood Products.

Dan from Brockway provided the details of their claim and indicated that as a result of the accident, all employees were retrained and that employees will be rotated through workstations more often. The employee is working part time on light duty and is still undergoing diagnostic testing.

John Howell provided the details of the three Shepley claims. The first was an employee that was hit by a forklift and his ankle crushed. The employee is not able to return to work yet as he is still on no weight bearing recovery. OSHA was on the scene and have since closed their file and no fine were issued to Shepley. The day after the accident, training was held outside for all employees and it was determined that setting up two areas to wrap up materials for delivery would be set up outside to relieve all the congestion inside.

Second was a slip and fall on black ice resulting in a shoulder injury. The employee is back to work on light duty. Discussion took place on different ways to handle bad black ice areas and items like pretreating, and regular salting. Shepley is now putting cones around the area to make sure to call attention to this one problem area.

The third claim was a strain to the neck and shoulder while tightening a strap. Employee returned to work on Monday.

**Loss Control Overview:**

Deb Williams went through her loss control report for the quarter ending June 30, 2020. She indicated that the group is experiencing similar trends. Injuries are down as well are overall costs. Currently, it is hard to determine if these decreases are due to COVID. Lifting and Strains continue to be the largest cause of injuries for the group with lifting injuries costing the group the most money.



Deb informed the committee that the Board approved a new member for the group, Gerrity Stone and that they are interested in being involved with the CLCC.

Deb is back out doing inspections, respecting the state and member COVID requirements. She also asked the group how they felt about the November meeting and training being held in person. After discussing the options, the committee decided it was best to stay with a remote meeting and training. Since the training will be held remotely, the consensus is that it should be reduced from 2 hours. The topic will remain Workplace Violence.

The OSHA 10 training that was scheduled for September will be moved to the Spring of 2021. If a member needs to complete the training immediately, they can do so online.

**Claims Overview:**

Cheryl McCarthy did a detailed review of two claims on the listing. Claim #2 is a 2017 claim and a hearing needs to be scheduled for this claim. No hearings at the DIA are being scheduled until 2021 and there will be a backlog. They are trying to get this case settled and Cheryl will be sending a settlement request to Deb and Barbara at North Atlantic. Claim #9 is a 2019 claim with an impartial exam scheduled for August 25<sup>th</sup>. After the results of the exam are received, Cheryl will be evaluating the claim and discuss with Shepley.

**Old Business:**

None

**New Business:**

Review Checklist - Deb sent the checklist out to everyone and asked for feedback. John Howell and Deb Torres explained that the checklist was intended to be utilized as a baseline when evaluating potential members and existing members. Everyone is fine with it as is and Deb will move forward with utilizing the checklist.

Deb would like to see members have more written policies and procedures. Committee felt this would be a good idea and to coordinate it with the video.



Deb asked about the 'safety bible' and was told that it was a document that was worked on with NRLA and it can be found on their website.

Other ideas for future videos were: JHA, Accident Investigation and Truck Circle check Inspections. Deb feels the JHA video would be a good one to do inhouse and asked for volunteers to work on this with her. Adam, Barbara and Deb Torres offered to help Deb.

Next CLCC meeting is scheduled for Thursday, November 19, 2020 and will be held remotely.

**Adjournment:**

There being no other business to discuss, a motion was made by John Howell to adjourn the meeting. The motion was seconded by Deb Torres and the meeting was adjourned at 10:06 am

Respectfully Submitted,  
Katherine Camire, Administrator