



**Claims & Loss Control Committee  
@ Doubletree in Westborough, MA  
Meeting Minutes  
Thursday, November 17, 2022**

The meeting began at 9:05 am

**CLCC Members Present:**

Bruce Chapin (Atlantic Plywood), Ed Smiley (EC Cottle), Deb Torres and Barbara Laferriere (NAC), Adam Robbins and Jason Thacker (Howe Lumber), Peter Brown & Nancy Roach (Hingham)

**CLCC Members Absent:**

Patrick Maccini (DBS), Shelia Todd (Koopman), Shane Brickley (Concord), Tom Slater (Keiver), Lynne Fidler and Robert Neger (John Foster), Mike Rygiel & Michael McNeil (Moynihan), Frank Atkinson & Tom McManus (Cape Cod), Justin Wells, Dan Christopher & Linda Lyons (BROSCO), Ryan Woundy (BCG), Dave Perry (Concord), Michele Frazee (Sterritt), John Mahoney (Fairview), Jay Torrisi (Jackson)

**Partner Representation:**

Rob Bolduc, Dan McCarthy, Jessica Robischeau, Kathy Camire, Kathy Leone and Cheryl McCarthy from FutureComp.

**Welcome/Introductions:**

Rob welcomed everyone and introduced Dan McCarthy as FutureComp's newest loss control consultant. Kathy then informed the committee that Dan would be SILBA's primary loss control consultant and thanked Rob for filling the position in the meantime. She indicated that Dan is the loss control department's lead as well. With the recent additions to the department, FutureComp has enough staff where there is plenty of bandwidth for them to help each other out with client projects. A formal notice will be going out along with all of Dan's contact information.

Everyone introduced themselves and their affiliation so Dan could get familiar with them.

### **Meeting Minutes:**

A review of the meeting minutes from the August 18, 2022, meeting was done.

*A motion to approve the August 18, 2022, minutes as represented was made by Deb Torres. The motion was seconded by Jason Thacker and approved by all those present.*

### **Workshop Feedback:**

Rob asked everyone for their feedback on the Accident Investigation Workshop that was held before the meeting. General feedback was that the presenters from the Department of Occupational Health weren't necessarily needed. However, the topic was good, and the workshop was well executed. It sparked a lot of discussion amongst participants.

### **Loss Control Overview:**

Rob Bolduc went through the loss control report for the quarter ending September 30, 2022.

He reviewed the executive summary of the data indicating that Struck By incidents have ticked up. There are six members whose loss ratio exceeds 65%. Overall, the group currently has a 38% loss ratio for the 2022 fund year. The five-year loss ratio for the group dropped down to 60%. The group is having a good year.

### **Claims Review:**

There were no losses that qualified for a member to be brought in to discuss. Adam indicated that he feels there is great value to doing this process. He suggested that in the future if there are no claims that meet the criteria that we pick a unique claim and have that member come in to discuss it with the committee.

Cheryl provided an update on existing claims that met the criteria. Three have returned to work, one is having surgery, and the last one continues to treat.

## **Focus Items:**

The following items were reviewed and discussed:

Supervisor Training – Jason brought forward a resource for this training and indicated that there are currently grants that can be used to cover 100% of the cost. The training can be done as a workshop or within individual member locations.

Safety Resources – discussion took place on expanding the Video training to other areas specific to the industry.

Member Participation – this continues to be topic as the group has not had good participation with workshops or the CLCC. Extensive discussion took place on this subject and the following suggestions were given:

- \*Use Survey Monkey to get feedback from members
- \*Notifying members of the group's requirements and indicating if they have met the criteria.
- \*Constant communication with members reminding them of workshops.
- \*Make a video of why they should participate and the value of it. This video could be utilized for marketing purposes as well.
- \*Focus more on getting members to the workshops. CLCC doesn't need participation from all members.

Workshop Ideas – What does a DOT Audit look like?; Driving – not just defensive driving but compliance and new technology.; Risk Assessment; Material Handling

Safety Blasts – everyone agreed that we should continue with them. Ideas for monthly blasts included: Drug/ Alcohol in the Workplace, Material Storage, Hazcon, Machine Guarding, Material Handling, Saw Safety, Clearing Windshields, Inclement Weather, Three points of contact, Mirror Check Stations, Heat Stress (Hydration), Housekeeping, Shop Safety, Asking for Help, Reasonable Suspicion. It was stressed how important it is to have pictures related to the activity.

Members each took a topic and will provide bullet points and pictures on the topic to Dan before the Christmas Break.

Adam – Clearing Windshields  
Tim – Three points of Contact, Lifting Material  
Barbara-Drug/ Alcohol in the workplace, Material storage and  
Housekeeping  
Nancy/Peter-Incident Weather, Heat Stress  
Bruce – Saw Safety  
Ed – Asking for Help  
Dan-Mirror Check Stations

**New Business:**

Reviewed the meeting schedule for 2023. June and November meetings will continue to coincide with Workshops.

**Adjournment:**

There being no other business to discuss, a motion was made to adjourn the meeting. The meeting was adjourned at 1:55 pm.

Respectfully Submitted,

Kathy Camire  
Administrator