

MEMORANDUM

To: Linda Bettencourt
City and Town Clerk

From: Nancy Conaway-Raczka
Risk Manager

Date: December 14, 2015

RE: NOTICE OF THE REGULAR MEETING OF THE MAYOR'S SAFETY COMMITTEE

The Regular meeting of the Mayor's Safety Committee will be held on Friday, December 18, 2015 at 9AM in Room 208.

AGENDA
REGULAR MEETING OF THE MAYOR'S SAFETY COMMITTEE
December 18, 2015 -- 9:00a.m.
City Hall
Room 208

ATTENDANCE

CALL TO ORDER

MINUTES

Approval of the minutes of September 25, 2015 regular meeting.

OLD BUSINESS

Request for Department Heads to provide Risk Manager with information on training programs conducted within their departments.

NEW BUSINESS

Presentation: "SLIP, TRIP AND FALL PREVENTION" by John J. Gamble, C. S. O.
Sr. Risk Control Specialist, PMA Companies

Review of Workers' Compensation Injuries and Motor Vehicle accidents for the period August 1, 2015 to November 30, 2015

Review of 2016 CIRMA Training & Education Program

Approval of 2016 meeting schedule.

Department requests for training programs.

Other business

Nancy Conaway-Raczka
Risk Manager, Chairman