

**DRAFT**

**SILBA**

**MINUTES**

**CLAIM AND LOSS CONTROL COMMITTEE MEETING**

**April 22, 2015**

**MEETING VENUE:**

The meeting was held at the Courtyard by Marriott, Westborough.

**WELCOME:**

The Chairman, Steve Sager welcomed the Committee Members.

**MEMBERS PRESENT:**

Steve Sager, Brockway- Smith, Chairman  
Barbara Laferriere, North Atlantic Corp.  
Kim Sulda, Brockway- Smith Company  
Jason Thacker, Howe Lumber Company  
Tom Slater, Keiver –Willard Lumber  
Frank Chalmers, DB&S Lumber  
John Howell, Shepley Wood Products  
Sheila Todd, Koopman Lumber  
Lynessa Moses, Concord Lumber  
Michael McNeil, Moynihan Lumber

**MEMBERS ABSENT:**

Dan Christopher, Brockway -Smith Company  
Ryan Woundy, Building Center  
Cliff Lord, Moynihan Lumber  
Linda Lyons, Brockway- Smith Company Marie Hanson, Nickerson Lumber  
Denise Brookhouse, Koopman Lumber  
Tiffany Wessling, DB&S Lumber  
Dan Christopher, Brockway- Smith Company

**REPRESENTING MEADOWBROOK/TPA ASSOCIATES:**

Wendy Miller  
Katrina Willis  
Margery Young  
John Kosar

**OPENING REMARKS:**

Steve Sager opened the meeting at 9:05 AM.  
Katrina Willis, Risk Control, introduced Lynessa Moses from Concord Lumber Corp.

**APPROVAL OF OLD MINUTES:**

The Minutes of the January 22, 2015 Webinar meeting were approved.

## CLAIMS UPDATE:

John Kosar presented material in a new format with 4 tabs showing:

- Nature of injury
- Cause of injury
- Length of employment
- Age of employee

Wendy Miller discussed the open and active claims from the Claim Report provided to the Committee. She gave details on Claims # 3: Moore Lumber; # 27: Johnson Lumber and #47: Kelly-Fradet. The Kelly-Fradet claim was a recent claim with serious injury to the employee, and the customer on whom he fell. Jackson Lumber claim #17: The employee is now in Voc. Rehab learning to be a boiler operator. He is no longer treating, and is not on any medication.

It was again discussed how important it is to stay in touch with an injured employee when they are out recovering from an injury. Employers are encouraged to reach out to them at least once a week to check and see how they are doing.

## LOSS CONTROL:

Margery discussed that there will be more focus on **Supervisors** this year to get them to buy into the Safety process. We foresee this to be of great benefit to the Members. The next step for Members to take is to have a discussion with their **Supervisors** to advise them that they (**Supervisors**) are responsible for the **safety** and **safe work habits** of their own departments. **Supervisors** are on the front line on a daily basis and they have an awareness of **safe procedures** and can easily spot if an employee needs help with following the safety guidelines set forth by the **Company Principal(s)**.

Katrina has been attending monthly safety meetings at Concord Lumber and Jackson Lumber. Katrina stated that Nickerson Mid-Cape recently had an OSHA visit, and it was a successful visit with no issues.

Margery discussed the **Safety Day** event which is scheduled for **May 7, at Holy Cross**. At the present time there are 18 Members signed up with approximately 42 attendees.

Margery discussed a new initiative for 2015- **The Aging Workforce** and what employers can do to provide consideration to aging-in-place employees. Because this is such an important topic going forward, two of the segments for the Safety Day event will address the Aging employee and Legal Issues with the aging workforce.

## OTHER BUSINESS:

Margery discussed condensing the 3 Fall Workshops into a Fall Safety Day Event. Venues in the Metro/ South will be reviewed. It is increasingly difficult to find good speakers who are able to travel to 3 regional venues within a week/two week period. The SILBA Members present agreed with this suggestion and Margery asked Steve Sager to take this to the Board meeting on May 14, to ask for the Boards approval.

## ADJOURNMENT:

The meeting was adjourned at 10:05 AM.