



SHC

Oxford Safety & Health Committee

January 13, 2021

Minutes

The meeting was called to order by Chairman Margaret A. West-Mainor at 10AM. Present was Jessica Pennell, Dawn Passerine, Mike Blood, Gordan Gramolini, Denise Randall, Officer Keith Buinakauska. Absentee Madeline Taggart

Meeting Schedule:

Motion made to meet quarterly starting with this meeting, on the second Wednesday at 10:00AM, seconded.

Motion Carried: Unanimous

Margaret commented that if any concerns come up throughout the year, committee members should let her know and a special meeting will be called if necessary.

Election of Officers:

Gordan Gramolini made a motion that the Secretary cast one ballot for the current Slate of Officers; Chairman Margaret West-Mainor, Vice Chairman Jessica Pennell, Secretary Denise Randall, seconded;

Motion Carried: Unanimous

Review of Covid Policy & Procedures dated 1/4/2021

Comments & Suggestions

The consensus of the Committee was it is a good start, although some sections need more information. While we all work in different situations and buildings the procedure should be the same.

There was concern about using sick time as some people may come in after exposure so they won't have to use their time or perhaps not report it until after positive test. Questions came up as to what happens if they have no time left?

Better to keep the town and its employees safe rather than worry about sick time especially with initial exposure.

Initial exposure being the most important time of spreading the virus there may be no symptoms, this should be the same for everyone exposed.

Deep cleaning should be done to the building of the exposed person no matter what.

Close contact, distance & time (6ft & 15 min) and wearing a mask doesn't always mean you were not exposed.

Experiencing symptoms doesn't always happen for everyone who has been exposed.

Concerns about the sentence *on the 3rd page "Kristyn will collaborate with George and Madeline to determine if you should quarantine, get tested or return to work".

The Committee felt that the steps should be spelled out and should be the same for all primary exposures.

Staff meeting should be called to explain to everyone and make sure they understand.

Infrastructure changes: Auto water and soap in bathrooms,

Intercom system in town hall not connected to phone system


Better protection in the receptionist area for the receptionist (walk through temperature devise)


Chairman Margaret West-Mainor commented that she would put all the concerns together in a letter and give them to Kristyn and George.

Gordan moved to adjourn, seconded

Meeting Adjourned at 10:58AM

Respectfully Submitted;


Margaret A West-Mainor
Chairman

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TOWN OF OXFORD, CT

TOWN CLERK