

**MOUNTAIN LAKES DISTRICT
JOINT LOSS MANAGEMENT COMMITTEE
At the District Office and Via ZOOM
June 24, 2021**

Call to Order – Chair Mike Roberts called the meeting to order at 5:04 pm.

Roll Call: Management Reps: Chair Mike Roberts (Office), Don Drew (Zoom-alone) – Employee Rep: Kristi Garofalo (Office) – Committee Member: Linda Johanson (Zoom-alone)

Public: NONE

Mike Roberts noted the need for a majority of the Committee to be physically present at the meeting place in order to constitute a quorum; since a majority was not present at the Office, a quorum was not declared.

Approval of Minutes/ Agenda: Due to lack of a quorum, approval will be voted at the next Committee meeting.

NH DOL INSPECTION CLOSURE: Mike Roberts shared the letter from the NH DOL which stated there were no longer any outstanding violations from the March inspection and the case is now closed. Mike Roberts thanked Don Drew for all his efforts in meeting the NH DOL requirements and clearing all the listed violations.

GENERAL DISCUSSION:

SUMMER SEASON PREP: Don Drew reported the pool phone is installed and ready for 911 calls if needed. He said further training is planned for pool staff and they've been instructed to close the pool if in doubt about an incident. Staff has been instructed to do an incident report for every injury requiring use of the first aid kits and signage will be posted at the pool and beaches with the message "No lifeguards on duty – Swim at your own risk".

LIFE VESTS AND FIRST AID KITS: Don Drew said Katie Beckley planned to inventory/inspect the life vests and first-aid kits. ***He will ask Katie Beckley for a list of items needed for the 2021 season.***

OTHER DISCUSSION: Linda Johanson said street name signs need to have the surrounding trees trimmed back so they can be read by visitors. ***Don Drew will talk to Haverhill Road Agent Colton Grant and ask for a trim around the street signs.*** The Committee discussed the need for all incidents to be recorded for a paper trail so the JLMC can monitor safety incidents. ***Mike Roberts will talk to Katie Beckley regarding recording incidents.*** Linda Johanson said she had blue trash bags from Haverhill left over from the recent MLD road cleanup and she will bring those to the Office for other people to use.

Next Meeting Date: 3RD quarter meeting date to be determined.

Linda Johanson moved to adjourn, Mike Roberts seconded. The meeting adjourned at 5:24 pm.

Respectfully submitted,
Kristi Garofalo