



JOINT HEALTH AND SAFETY COMMITTEE (JHSC) MINUTES

March 11, 2015

PRESENT: Senora Baldry, Tracy Briscoe, Kate Dewey, Jen Elliott, Brenda Godin, Andrea Gordon, Larry Lemay, Michelle Morris, David Quinlan, Erin Schwarz, Mark Twardowski

ABSENT: Mark Butt, Robyn Ewert, Mike Goss, Brian Jeffs, Kelly Martin, Adam Wright

1. **Welcome**

The agenda was approved with the addition of new items under section 7 – New Business.

Moved by Brenda Godin
Seconded by Erin Schwarz

The February 11, 2015 minutes were approved as written.

Moved by Tracy Briscoe
Seconded by Brenda Godin

2. **Business Arising from the Minutes**

a) **Lock-down Notification**

A resource member confirmed that a pilot for a “non-electrical” option is being planned in the autoshop at Eastview S.S.

Action: This item will be followed up for the next meeting.

b) **Powerschool safety plans**

A resource member confirmed that representatives of the Special Education and Enrolment departments will attend the April 8, 2015 Joint Health and Safety Committee meeting to review changes to Powerschool regarding safety plans.

Action: This item will be followed up for the next meeting.

c) **Paper towels/Hand dryers**

A management member confirmed that the matter of providing paper towels as well as hand dryers is an unbudgeted item and will be raised at the next set of budget discussions.

Action: This item will be followed up for the next meeting.

d) Electrical outlets

A management member confirmed that the issue will be addressed once problem areas are identified. Joint Health and Safety committee members are to assist in identifying areas of concern during their inspections.

Action: This item will be followed up for the next meeting.

e) Procedure for reporting injury

A resource member is working with Human Resources on information which will assist principals and staff with proper procedures. The resource member will bring the information back to the committee once complete.

Action: This item will be followed up for the next meeting.

f) Green screens

A resource member confirmed that Program Services is seeking clarification from the supplier of the green screens regarding their fire retardancy. The resource member will report back at the next meeting.

Action: This item will be followed up for the next meeting.

g) Garden towers

Group discussion took place regarding the use of the towers. A management member will investigate if they are CSA approved.

Action: This item will be followed up for the next meeting.

h) Art Safety

A resource member is working on an art safety document with an internal resource consultant. The resource member will provide an update on the document at the June 2015 JHSC meeting.

Action: This item will be followed up for the June 2015 meeting.

3. Incident & Concern Reports

a) Aggressive Incidents

Nothing to report

b) Concern Reports

Nothing to report

c) Notice of Occurrences

Nothing to report

4. Inspection Reports

a) Emma King P.S. projectors.

A resource member confirmed that the standard height for the projectors is 24 inches but that if there are school concerns, IT can be contacted for direction.

Action: This item will be removed from the agenda.

b) Midland Learning Centre leaks

A resource member advised that the Planning department is looking at options for a new location. A worker member will identify any current issues during the next inspection and report back to the resource member.

Action: This item will be followed up at the next meeting.

c) Nottawa E.S. yard drainage

A management member confirmed that the snow in the area of the yard in question has been removed and the area will be observed on an ongoing basis.

Action: This item will be followed up at the next meeting.

d) Orchard Park outdoor lighting

A management member conducted a site visit with the Principal. It was agreed upon that the reported lack of lighting in the laneway leading in to the school is not a concern, however, there is a need for lighting adjacent to the stairwell at the front entrance which will be installed once the ground thaws. Two existing light standards in the far parking lot were not operating and will be checked. It was agreed that no additional lighting is required in the parking lot opposite the front entrance. The management member will also consult the building code with respect to a railing for the stairwell at the front.

Action: This item will be followed up for the next meeting.

e) Home furnishings in the classroom

A resource member advised the committee members to consult with APM A5010 when conducting inspections, and alert the resource member to any issues. A worker member will provide the resource member with specific examples.

Action: This item will be followed up for the next meeting.

5. Sub-Committee Reports

a) JHSC Terms of Reference

A resource member will follow up with a worker member.

b) Safety Plan Best Practices

Nothing new to report

c) Risk Assessment

Nothing new to report

6. Ministry of Labour Reports

Nothing new to report

7. New Business

a) Worker Health and Safety Training

Final notifications will be sent to staff who have not completed the training. Non compliance will result in removal from the staff occasional list or placed on unpaid leave of absence.

Action: This item will be removed from the agenda.

8. Correspondence

1) Ministry of labour reports (2) for Banting MHS were distributed.

9. Recommendations

No new recommendations.

10. Professional Development

A resource member advised that conference details are pending.

11. Adjournment

Meeting adjourned at 10:45am

Moved by Brenda Godin
Seconded by Erin Schwarz

The next meeting will take place Wednesday, April 8, 2015 in the Georgian room at the Education Centre

Prepared by: Carrie Lansing

LIST OF HEALTH AND SAFETY COMMITTEE MEMBERS

<u>WORKER MEMBERS</u>	<u>GROUP</u>	<u>LOCATION</u>
Erin Schwarz	A.E.S.P.	Education Centre
Andrea Gordon	O.P.S.E.U.	Education Centre
Adam Wright	C.U.P.E.	Portage View P.S.
Mike Goss	O.S.S.T.F.	Eastview S.S.
Jennifer Elliott	S.C.E.T.F.	Nottawasaga/Creemore P.S.
Kelly Martin	O.P.S.E.U.	W. C. Little E. S.
Mark Butt	S.C.E.T.F.	SCETF Office
Brenda Godin	C.U.P.E.	Barrie Central C.I.
Tracy Briscoe	D.E.C.E.	Baxter Central P.S.
<u>MANAGEMENT MEMBERS</u>	<u>GROUP</u>	<u>LOCATION</u>
Brian Jeffs	Superintendent of Business Services	Education Centre
Senora Baldry	Elementary Principal	Alcona Glen E.S.
Mark Twardowski	Manager of Maintenance and Environmental Services	Education Centre
Michelle Morris	Secondary Vice-Principal	Twin Lakes S.S.
<u>RESOURCE</u>	<u>GROUP</u>	<u>LOCATION</u>
David Quinlan	Corporate Risk Officer - Health and Safety	Education Centre
<u>OBSERVERS</u>	<u>GROUP</u>	<u>LOCATION</u>
Kate Dewey	O.S.S.T.F. (District 17 Simcoe Occasional Teachers Bargaining Unit)	N/A
Robyn Ewert	E.T.F.O. (Occasional Teachers Local Simcoe County)	N/A