

## Summary of Joint Health and Safety Committee (JHSC) Meeting – Monday, Mar. 4, 2019

### Worker's Meeting

- Mike submitted 5-6 written recommendations including the fact that we are not following the rules concerning creating an agenda. He thinks that Steve should be preparing the New Business ahead of time so that the committee can have time to review the items ahead of the meeting. Steve was resistant to this idea. He also wanted to use clear garbage bags, ensure that staff are properly trained on the "code red" procedures, that extension ladders are only used as a last resort since they require extra training, that the board responds to any written responses within 21 calendar days and that timelines be followed for hazard reporting forms.
- Monica – Jan would like the cracks at Superior Heights brought to the meeting.
- Brenda – testing roof for snow weight.
- Mike – the plant department has been asked to reduce their budget by 4%.
- Lisa – people still aren't aware of their rights as workers to be safe. There was a substance at Parkland. It sounded pretty serious and we didn't even know about it. Nicole – there seems to be a communication problem.
- Sherry – emergency lighting. How often do they come and change them? Brenda – it has to be inspected once a month and a work order is put in if not working.

### 3.0 Changes to Minutes/Adoption of Sept. 17, 2018 Minutes

- Christy: Just missing that Joe Santa Maria was going to look into informing the Occasional teachers about threats, because they were not informed in advance of the threat at Superior Heights. Chris: Joe is not here, but I will look into that.

### 4.0 Regular Reports

#### 4.1 Accident/Workplace Violence Incident Reports

- We've had one of our top three snowfalls on record and there have been more slips, trips and falls due to this.
- Nicole: For the violent incident summary, I'm at Ben R. and they've had 11 incidences, but they aren't included on the report? Chris – They are likely on a desk and have not made their way to me yet, since I'm the last step.
- Mike brings up Occupational Health and Safety Act Section 51/52 and discusses application of this with Chris. Would like reports in advance.
- Three workers were carpooling to work and got into an accident.
- Parkland is a problem for workplace violence. Chris – they have a program with high needs students. We are consistently meeting them and an MOL rep. We've noticed these trends and numbers.

#### 4.2 MOL Orders

- A worker broke her arm in three places after stepping on a wooden dowel. The return to work is very slow.
- A scent sensitivity visit occurred at the board office due to on-going exposure and that worker is currently off. A scent sensitivity doc has not been approved by Trustees yet.

#### 4.3 Action Group Reports

- No changes. Still awaiting on Secondary admin to be voluntold.

#### JHSC Inspections

- Central 2 and 4 – have started their visits
- Central 1,3,5, East and North – planning to so when the weather improves

#### 4.4 Professional Development Training

May 17, 2019 – HS PD - Reached out to the unions to see what they would like

JHSC Part 1 and 2 training – Jana is completed, and Mike will go on the next round

PIP conference – Chris will send out an email; Chris is co-chairing. He was voluntold. Doing a session on workplace violence with the hospital. Last year there was a big discussion on the opioid situation. Soo Area Hospital was recognized nationally for their Health and Safety program.

#### 4.5 Hazards Reports Update

- Discussion about how a person cannot be considered a hazard no matter how aggressive they are.
- SH – ice falling from the dust extractor in Room 143. A structure needs to be built over the door.
- Arthur Henderson – front door not latching – This was completed.

#### 4.6 Health & Safety Information Update

- East View roof leak – staff evacuated classroom and contractor fixed it.
- Capital Projects – WINMAR brought into SH and didn't find anything. They also tested for O2 saturation, ran air filter from exterior and HEPA system, fresh air extractor had been malfunctioning.
- Mike – have not seen a student safety plan in my 40 years on the job. Chris – triggers should be shared with staff. Monica – It's been quite awhile since I've been notified of any triggers.
- Adverse Weather Memorandum – We rely on the Ministry. In my opinion, there were a couple of days where the whole city should have been shut down. For those who don't feel safe, policy states that the employee must be in contact with admin throughout the day if they are unable to make it to their site. If that's not being followed by the employee, then HR will become involved, not on a first call type of situation.
- Medical Marijuana in the workplace – It's going to be a reality. Wishart Law firm put up a good session. Can't go up to someone and say: "Are you high?" Can't pull out leaf-based marijuana and smoke it and then come in the building. CBD based prescription should not be affecting cognitive ability. Going to be a session at the PIP conference.
- Online Training – Successfully finished our IT portion. Can now move forward with documentation piece. Need to have two other forms implemented. Not likely to occur before the end of the year.
- Annual report – 2017-2018 school year – met 4 times/year, risk assessment is new, 2080 active WHMIS sheets, Workplace Violence – 553 last year, support staff had 400+, elementary teachers had 125, secondary had 6 and care staff had 0. Lost time and health care – 66, least amount in the past 5 years. We were at 12.9 compared to our peer group who was at 17.6 days. EAs – lifting kids, carestaff – slips, trips, ergo, repetitive strain. 3 MOL orders, had a critical last year. Created a new doc for Natural gas procedures.

4.8 First Aid Training – Another session on May 17 – The trainer, Gino can only accommodate 35.

#### 4.9 Policy Manual Review

Monica – Section 9: Mercury shouldn't be in the schools.

Christy – Section 10: Korah and Spanish, Thessalon, Chapleau Adult Ed Centres are missing from asbestos list. Chris – Korah was done separately. Christy – should be mentioned in the manual. ACM is an acronym for what? There are multiple empty appendices.

Lisa – Section 11: Didn't do it.

Brenda – Section 12: No changes.

Mike – Section 13: Nothing in there to deal with biologicals. We find petrie dishes thrown into the regular garbage. Should have an autoclave. Steve – an autoclave costs \$100,000.

Karen – Section 14: 14-01-01 "shall" be placed

Dan – Sections 15-18 (read by Chris because Dan was absent) – Never eat or drink in the dark room. (Instead of never eat, drink or smoke in the dark room). Chapter 17 – wondered if this should be here, because Workplace Violence procedures have been legislated. Committee agreed to leave it in.

### **5.0 Employer's Response to Recommendations**

- Classroom keys. Don't want this to be an item of discussion at every meeting. Referred to regulations for supply teachers. (However, that wasn't the issue. Teaching staff asked that all have master's in case of an emergency and the board already responded in the negative).
- Korah equipment room – not sure went to the right place – Lisa and teacher will go next time.
- Welding exhaust system at WP – back up and running. Al – repaired around Christmas.
- White Pines wall inspection – they want to inspect during the March break, try and get this changed so Chris and Steve can go.
- Fire safety room - Chris connected with the local Fire Department. All details should be in the board's plan. Lisa – Is there a student to staff ratio? Chris – No. Christy – What if there's a student in a wheelchair and the designate is on the other side of the building and does not have a key to the safe room? Did not get a satisfactory response to this. Chris – No hard cap on the number of students in the safe room. Full believer in practicing what you need to do in an emergency.

### **8.0 Additions to the Agenda (New Business)**

- Mike: JHSC needs to be informed earlier. See Dec. 10, 2018 letter. The employer needs to be doing Lockdown and Hold & Secure training. Karen – have drills twice a year. Chris – It should be done once per semester. Monica – Who checks to see if it's done? Karen – Health and Safety reps could verify that they are being done. David – Could be added to the audit.
- Mike – Need to use clear garbage bags to avoid being cut or lifting objects that are too heavy. Extension ladders should not be used. Mona – they only get step ladder training.
- Mike – Staff need to be informed when there are fleas, mice and pinworms in the building like when there was an outbreak at Boreal. Chris – We have a policy on this.
- We should have info. about drugs on school property, because of the issue at Parkland.
- Mike – the Agenda could be changed to 5.0 Recommendations and 5.1 Response to Recommendations.
- Al – The snowload procedures were updates in 2012. The policy was developed with engineers in 2001. Testing is done in Jan/Feb each year. Historically, it is done at Arthur Henderson and Mountainview. Target: under 35 lbs/sq ft. We did additional testing in Elliot Lake this year. One load was measured at 35 lbs, but the structure was engineered for 180 lbs/sq ft. This was done between T-R of last week.
- Snow hills were removed at Kiwedine, because it's a tight site. Staff were wondering about other sites. Cages on Fire alarm at Boreal – Al – not a HS issue. Nuisance item. Very expensive.