

Workplace Safety Committee Minutes

Date: October 27, 2021 (via Microsoft Teams)

Time: 10:30 am

Prayer Leader: Management

Present: Mark Bodnarchuk, Bobby Cabuco, Dolores Douglas, Teresa Hitchings, Tianna Joyce, Katherine Kowal, Gwen Murphy, Gaylene Pilon, Jason Schrader,

Agenda:

1. Opening Prayer Management
2. Additional Agenda Items
 - none
3. Injury Report Summary Tianna
 - How does the Committee play a more proactive approach to make sure these incidents do not continue to occur?
Goal – ensure people are always thinking safety first
4. (Violent) Incident Reports Tianna
 - How does the Committee play a more proactive approach to make sure these incidents do not continue to occur? Recognizing the privacy piece of the student as well
 - Principals/AP/VP are aware of these specifics as they sign off on the form
 - Have OH&S meetings include at 'high level' incident report issues that involve students – must improve on how this is to be communicated at the committee
 - The goal is to stop these incidents from recurring
 - OH&S Committees – do they need to be aware of the incident reports; OH&S committees never speak about student issues – confidentiality piece of students is required
 - Perhaps bringing the issue up front without names?
 - The centralization of informing of the issue and working to rectify will move the issue ahead much more quickly
 - Should EAs (especially casual) be informed of the violent issues they may be walking in to
 - Right to know? Diagnosis? Requirement for appropriate PPE?
 - Always assume the risk – if concerned – always be prepared – Precautionary principle, ask the questions
5. PPE Supplies CUPE 2268
 - Supplying of masks – Schools request masks from the service centre and their employees can receive, for all employees

6. Covid reporting CUPE 3730
- Members would like to know who has tested positive
 - Response – only thing that can be shared is ‘what room’ so the caretaker can clean effectively
 - Cannot share due to confidentiality of medical information
7. Test Kits CUPE 2268
- Who has access?
 - All schools have testing kits available if an employee would like to test/use one
 - Some elementary schools were provided with rapid tests for students if they would them
 - Advice was to take the issue / request back to the administrator
8. Spacing in Staff rooms CUPE 2268
- Could we send a reminder about maintaining a safe distance apart from others
 - Some staff rooms have set up tables and chairs and couches etc. like pre-COVID times
 - Advice – have the employee bring the concern back to the administrator
 - People do choose where to spend their time (and alternatively where not to)
 - Management – will check in about the direction not changing and confirming we are to try and maintain safe distance
 - Mark will ensure communication is clear about maintaining a safe distance (as able)
9. Electrical Plug-ins CUPE 2268
- Many extension cords in use – can we add more electrical outlets?
 - Tripping issues – safety concern
 - Extension cords are to be temp and used only when exactly needed and then rolled up and placed away immediately
 - Perhaps place a mat or cover over the chord?
 - Advice – speak with principal and have a ticket placed
10. Needle disposal Update CUPE 3730/Mark
- Level 1 caretaking manual – how to - Section F Health and Safety chapter 6
 - Case by case – pick up at SPI – use purchase card to pay
 - Contact Mark directly if there is an inquiry
 - Contact fire department directly if a syringe is located – must block the area and make sure no children go near the area
11. Protocol communication CUPE 2268
- No one recalls why this was added to agenda exactly?
 - Make sure Derek Kunz’s e mail is going out to everyone at GSCS
 - Itinerant staff should be contacted same as others through our contact tracings – remember must fit “close contact” definition
12. OH&S Minutes – School Update Tianna
- Received completed minutes from 10 schools
 - Tianna will follow up directly with those schools who are outstanding for submission

13. Next Meeting: **January 12, 2022 10:30 am**
14. Location: Microsoft Teams
15. Prayer Leader – Next Meeting: CUPE 2268