



ST. CLAIR CATHOLIC
DISTRICT SCHOOL BOARD

Lighting the Way ~ Rejoicing in Our Journey

JOINT HEALTH & SAFETY COMMITTEE MEETING

Friday, December 6, 2013 - 9:00 a.m.
Catholic Education Centre – CEC Boardroom

MINUTES

Chair: Len Fera

Present: Tom Baker, John Larsh, Thelma McNear, Joe Vasko, Deanna Kaufman, Sherry Eenink, Len Fera, Dina Carter, Dave Geroux, Lisa Burden, Bruno D’Andrea, Erin Moffat-Sharpe, Lisa Demers, Suzanne Mills, Paul Lernout, Doug Cruickshank. Anita Labadie, Tony Montanino, Lorraine Willemse

Regrets: Ray Power, Michelle Johnston

Recording Secretary: Kristin Winder

1. Call to Order

Len Fera called the meeting to order at 9:00 a.m.

2. Opening Prayer

The committee opened the meeting with a prayer.

3. Welcome

Chair thanked everyone for attending.

4. Adoption of Agenda

Moved by Bruno D’Andrea and Sherry Eenink that the agenda be accepted as printed.

5. Confirmation of Minutes – October 18, 2013

Motioned by Bruno D’Andrea and seconded by Dave Geroux that minutes be approved as presented.

6. Review of Employee Accident/Incident Reports

Action:

- Discussed multiple incidents involving the same student – follow-up with the school is required and noted on the incidents

7. Review of Incident Trend Reports

Action:

- Discussed what a reoccurrence means in terms of an incident that had been reported
- Discussed specifics in terms of reporting for Health Care, Lost Time and No Injury claims
- Discussed reporting year – the reports shown are reported by school year not by calendar year

8. Review of Workplace Inspection Reports

Action:

- Discussed Designated Substance Report – should be accessible in all schools, including new schools
- Discussed having each Mentor review class A, B, C and N to clarify between each to assist the school representatives when completing the monthly Workplace Inspection
- Training will be provided to address the issue of Non-Health & Safety concerns being reported on the monthly Workplace Inspections
- Discussed the Principal's role with the Workplace Inspections; new application will require the Principal to review the report in order to proceed to submission process

9. Business Arising

9.1 Safe Schools and Violent Incident Reporting

Action:

- Discussed the three different areas: Safe Schools (staff), Violent Incident Report and the Employee Incident/Accident Report and when each is applicable
- Discussed training for employee in regards to what forms are applicable when a violent incident occurs and the implications of Bill 157

10. New Business

10.1 Ontario Regulation Bill 297/13, under the Occupational Health & Safety Act

Action:

- Discussed new training requirements under Bill 297/13 for Supervisors and employees and the plan for roll-out

11. Adjournment – L. Fera adjourned the meeting at 9:50 a.m.