

ST. CLAIR CATHOLIC DISTRICT SCHOOL BOARD



JOINT HEALTH & SAFETY COMMITTEE MEETING

Friday, June 12, 2020 - 9:00 a.m.

Virtual – Google Meet

MINUTES

Chair: Dave Geroux

Present: James Duff, Dave Geroux, Len Fera, Lisa Burden, Chad Coene, Jennifer Morrow, Tamara Johnson, Dan Solinas, Tara Brennan, Dina Carter, Steve DeGurse, Deanna Kaufman, Paul Lernout, Tony Montanino, Heather Carron-Doyle, Beau Cockburn, Silvia Leggiero, Mat Roop

Guests: Gabe Lacroix, Wayne Bechard

Regrets: Brendan Deery, Steve Whyte, Thelma McNear

Recording Secretary: Morgan Brown

1. *Call to Order*

The chair called the meeting to order at 9:05am.

2. *Opening Prayer*

The committee opened the meeting with a prayer.

3. *Welcome & Introductions*

The committee welcomed everyone in attendance.

4. *Adoption of Agenda*

Moved by Silvia Leggiero and Beau Cockburn that the agenda be approved as printed.

5. *Confirmation of Minutes – February 7, 2020*

Removal of John Larsh from the Regrets as he is no longer a part of the JHSC.

Motioned by Dina Carter and seconded by Heather Carron-Doyle that the minutes be approved as presented.

6. Review of WSIB Reportable Incidents for February, March, April & May

Action:

- No discussion occurred.

7. Review of Employee Accident/Incident Reports for February, March, April & May

Action:

- Mention of St. John Fisher's reoccurring issues. L. Burden mentions that student had most near misses. This particular student is blind and non-verbal and currently having a change on medications. ABA team have been assisting with this as well.

8. Review of Incident Trend Reports for September - May

Action:

- Question of whether struck and contact by and aggression are L. Burden – they can be completely separated.
- There is mention of the increase at St. Anne, Blenheim. L. Burden mentions it is one particular student that they are working with behavioural issues.
- C. Coene – Struck By versus Aggression – work to do on educating people on the difference between these. There are certain situations where incident reports are relatable but are coded differently. L. Burden – we have the ability to multi code and change the code in eBase. When reviewing, we will look over when working on the reporting.
- T. Johnson – agrees that struck or contact by and aggression needs to be looked at. Maybe some points
- J. Duff – We do need to dig a little deeper. What is the definition of Workplace Violence? We have that set out in the incident reporting. We may want to contemplate to a continuous training and reminding them of the expectations of filling out the forms. We do want to have the best data possible. We will start to do follow up with gray area incident reporting. We need to remind ourselves to have this conversation moving forward. When there is an active aggression towards an employee/another individual we want it recorded properly. Active aggression or accidental. Need more education on the difference and if items are in the gray areas then to follow up.
- B. Cockburn – page 8 – number increased to 58 – quite a big increase. Do EAs need more training to decrease these incidents? J. morrow – with a student with excessive issues then we need to investigate. H. Carron-Doyle – can't speak specifically to St. John Fisher but in other schools they do deal with it in that way (go into a school and)

9. Review of Incomplete Workplace Inspection Notes for December & January

Action:

- No discussion occurred.

10. Review of Workplace Inspection Reports for February, March, April & May

Action:

- B. Cockburn – with regards to UCC – Paul I haven't seen anything being documented about the status on the broken elevator. P. Lernout – there is a leaky valve in the elevator. Waiting for a company to come back and look at it.

11. Business Arising

11.1 eBase – Specific Location Drop Down Option – L. Burden

Action:

- Outstanding item that we are still looking at through eBase and incident reporting. This was right before the pandemic occurred. Still looking at adding this to eBase.
- T. Johnson – beside Struck or Contact By we can put in brackets ‘not by aggression’. L. Burden mentions that we can customize. B.Cockburn – question for L. Burden. In relation to the drop down menu, how can we record if it happens externally? L. Burden, we can add an ‘other’ category where it opens up another box to specify.

12. New Business

12.1 JHSC Inspections – J. Duff/L. Burden

Action:

- J. Duff – have proceeded with workplace inspections. In March they were suspended. Having good dialog with unions and facility services we were able to start with inspections. We have a covid checklist to help with going into buildings to complete inspections. Ex: do we have proper signage at the entrances of the buildings. As per previous years, we are maintaining inspections throughout the summer months.

12.2 Custodial Cleaning During Pandemic – T. Montanino

Action:

- T. Montanino – See presentation slides.
 - o There are different terms around cleaning. Regular/routine cleaning is the cleaning of all schools and childcare spaces. Since Covid-19 pandemic our board switched all the chemicals, we are now cleaning under an enhanced cleaning. We increase our chemical concentration and increased staffing levels if required. The summer/March cleaning is a deep cleaning. More detailed furniture clean, etc. We have a Hydrogen Peroxide Disinfectant cleaner that was approved by the Ontario Public Health. At the end of summer, we will have completely phased out our old cleaning products, as mentioned first in 2019. This summer we will be continuing to enhance clean until otherwise directed from Public Health. We are currently looking at additional custodial equipment. Ministry of Labour and Public Health are developing cleaning guideline for reopening schools in the fall. Ex: Electrostatic – any areas with electrostatic it allows for it to be properly cleaned. We do everything with the consultation of Public Health
 - o B. Cockburn – When you talked about the dwell time as being 10 minutes. Are their specific risks related to the new chemical? Are their any health impacts? T. Montanino – they are a hospital grade disinfectant. Will get back to him about that.
 - o C. Coene. – what do you do with those products when your move from regular to enhanced cleaning? T. Montanino – the faze out should be in July.
 - o H. Carron-Doyle – Sensory items/rooms, when and how does that get cleaned with the toys, etc. T. Montanino – we will get clarification on that this summer. Child Care will be opened on June 22 (memos to come). Custodial staff do not perform any work when child care is in place. Child care staff will be doing disinfecting. Touch points and disinfecting is required 4-5 times per day – more than Public Health requires.
 - o D. Carter – come September, concerned with flower tables where students play close to each other and fabric chairs. T. Monatino – safety say that we will have to go through all our spaces and closely look at all areas (ex: carpets). Look at what we are able to disinfect and what will not properly disinfect). J. Duff – a whole host of items that we need to navigate to be the top of line for H&S for our students/staff in the schools.

12.3 Safe Retrieval of Student Belongings – J. Duff

Action:

- More of an update as we have sent out the protocol since the agenda. It is considered a low risk activity at this time. We are pleased with everyone who has stepped up and helped the schools. We will be using the procedure that is curb-side pick up. For secondary, we realize there is a privacy issue with lockers. We are working with those schools to find best practises to work through that.

12.4 The 2020-21 School Year – Return to School – J. Duff

Action:

- This is a significant undertaking making sure of health & safety. It is all at the infancy stage, from the Ministry. It would be unwise to wait and see what our ministry come forward so we try to come up with some timelines and procedures. We have regular discussions and touch base with our union presidents. We were able to get some feedback and start some thinking. We are looking at bringing in two individuals with respect to project management and experience with Emergency Management planning. We will have a media release shortly with information in regards to those two individuals. As we are in the infancy stage of this planning, we will be working in close collaboration with the committee. We are unsure how the summer will unfold but we may reach out to you in the summer months if you are available. Throughout the summer months we will try to be attentive to communication to the JHSC. Making sure we share the right information to employees.

12.5 Working from Home- Health & Safety – J. Duff

Action:

- With respect to working from home arrangements, we do not have the ability to do home inspections. What we are able to do is provide guidelines to our employees to help mitigate the risks of working from home. When accidents/injuries occur in the home, we ask to have those reported to our normal procedures of entering incident reports in eBase. WSIB has established specific protocols when injuries occur during the time of working from home.

13. Adjournment

Dave Geroux adjourned the meeting at 10:45am.