

ST. CLAIR CATHOLIC DISTRICT SCHOOL BOARD



JOINT HEALTH & SAFETY COMMITTEE MEETING

Friday, October 9, 2020 - 9:00 a.m.

Virtual – Google Meet

MINUTES

Chair: Len Fera

Present: James Duff, Dave Geroux, Len Fera, Lisa Burden, Chad Coene, Jennifer Morrow, Tamara Johnson, Dan Solinas, Dina Carter, Steve DeGurse, Paul Lernout, Tony Montanino, Thelma McNear, Heather Carron-Doyle, Beau Cockburn, Silvia Leggiero, Mat Roop, Wayne Bechard, Daniel Portelance

Guests: Jeremy Zimmer, Janet Earley, Katie Papanayotou, Greg Vandeschoot, Laura Callaghan

Regrets: Deanna Kaufman, Gabe Lacroix

Interpreters: Lauri Doig, Christie Reaume

Recording Secretary: Morgan Brown, Melissa Steele

1. *Call to Order*

The chair called the meeting to order at 9:10am.

2. *Opening Prayer*

The committee opened the meeting with a prayer.

3. *Welcome & Introductions*

The committee welcomed everyone in attendance.

J. Duff – Confidentiality Confirmation was read to the committee.

4. *Adoption of Agenda*

Add 11.1 – Add Virtual and Face to Face meeting Dates – J. Duff

Add 11.5 – Revisions to September Ready Document – L. Callaghan

Add 11.6 – Update on PPE – C. Coene

Add 11.7 – Cleaning Expectations for Staff – W. Bechard

Moved by all committee members that the agenda be approved as printed.

5. *Confirmation of Minutes – August 19-20, 2020 & September 21, 2020*

Wayne Bechard to be added to regrets for the September 21, 2020 meeting.

Motioned by all committee members that the minutes be approved as presented.

6. Review of WSIB Reportable Incidents for February, March, April, May, June, July, August & September

Action:

- No discussion occurred.

7. Review of Employee Accident/Incident Reports for February, March, April, May, June, July, August, September

Action:

- Large number of acts of aggression in St. John Fisher and St. Anne, Blenheim. ABA team involved and student that is blind and hard of hearing and student with autism. There is social work support in place and finalizing safety plans. September is part of transition back to school.

8. Review of Incident Trend Reports for 2019-2020

Action:

- Memo distributed at beginning of school year in regards to Safe Schools. Recommended to add the memo and guidance to our NTIP information.

9. Review of Incomplete Workplace Inspection Notes for February, March, April & May

Action:

- Reports are cumulative and reports are kept on every item
- Work orders and inspection notes never disappears and is always available for viewing
- Rather than looking at inspection notes month to month, L. Burden will look into displaying these inspection notes in a different format. Looking to create communication with the JHSC members prior to next JHSC meeting.

10. Review of Workplace Inspection Reports for June, July, August & September

Action:

- Maintenance staff completed the summer monthly workplace inspections
- Schools that have incomplete workplace inspections for September. Working through best methods of practise for completing these workplace inspections through the pandemic

11. New Business

11.1 Future Meeting Dates – L. Burden

Action:

- December 4, 2020, February 5, 2021, April 9, 2021, June 11, 2021
- Consideration on face-to-face meetings; physical distancing and mask requirement would need to be in place.
- Discussion occurred around pros and cons to both virtual and face-to-face meeting
- Bring this item to Medical Officers of Health. There would be mixing of cohorts

11.2 Electrostatic Sprayer Presentation – T. Montanino

Action:

- Presentation was shown to JHSC members
- Wipes do not seem to have much substance to it that are used in staffrooms. They are sufficient for their use. There are sturdy, no tear wipes if needed. They are a disinfectant without being an extremely harsh chemical.
- “Fogging” & “Spraying”. Product being used in sprayers and is not supposed to be used according to correspondence from the company. OECTA asking Board to stop spraying until clarification on product safety. There has been a pause on electrostatic spraying until further communication (GPV and St. Joseph, Tilbury were the last locations sprayed and occurred on Monday evening).
- Question on allergy to hydrogen peroxide. Board has been using products with hydrogen peroxide for years. No reports of allergies/incidents in regards to cleaning products used. It was mentioned that this is a safe product from scientific side but maybe need to “rebrand” it to make people feel safer in regards to it.
- 10% threshold within the schools only pulls students marked absent as ‘illness’ reason code. If parents do not disclose that the student is absent due to illness, then they will not be marked as ‘illness’.

11.3 Workplace Inspections – J. Duff/L. Burden

Action:

- Monthly workplace inspections are to be completed but being mindful of not having the on-site rep and principal mix in the cohorts while entering each classroom
- Under the Occupational Health & Safety Act, the principal is able to attend but isn’t required on the workplace inspections
- Variety of options for completion of workplace inspections. Examples are, on-site rep completing inspections outside of instruction times of the day, letting staff members know when they will be doing the inspections and visiting classrooms to allow for physical distancing, getting teacher/classroom feedback on items within the classrooms that need attention, etc.
- B. Cockburn asked about the high schools having multiple on-site representatives; the possibility of one per building.
- Are custodians who are on-site reps getting a replacement for the workplace inspection time to ensure items are being completed properly? Need to make sure we have adequate amount of staff supporting the school and ensuring inspections are completed properly. An inspection does not need to be completed all at once. A workplace inspection can be completed over the course of the month.
- L. Burden will be sending out to the committee a checklist in regards to COVID safety measures

11.4 Mentor Visits – J. Duff/L. Burden

Action:

- Mentors have the ability to connect with mentees with face-to-face meetings, in the past. In current state, where possible, virtual meetings will be recommended.

11.5 Revisions to September Ready Document – J. Duff/L. Callaghan

Action:

- Presentation on revisions to the September Ready document was shown to JHSC members
- Revisions on the Emergency Procedure Guidelines will be forthcoming
- ‘Take Good Care’ website will have posted the most revised versions of the document, which is accessible by all board members

11.6 Update on PPE – C. Coene

Action:

- Quantity and inventory levels of PPE has been sufficient in all schools and locations
- Haven't been experiencing any shortages on PPE
- J. Duff/L.Burden to connect with T. Prizio on PPE in regards to varying sizes being offered

11.7 Cleaning Expectations for Staff – W. Bechard

Action:

- What is the expectations for staff in a work environment in regards to cleaning?

On page 9 of current guidelines, language in regards to direct cleaning protocols. There is bullet that references all staff will do informal cleaning with the wipes provided throughout the day in the classroom/work station. This is not to replace custodial work.

- Deep cleaning occurs during March Break and the summer months.
- Enhanced cleaning occurs at least twice daily
- An additional 5.5 FTE, which has resulted in 9 additional Custodial staff members in the beginning of the 2020-2021 school year.

12. Adjournment

Len Fera adjourned the meeting at 12:06pm.