



ATTENDANCE

Members

Dina Carter, Dave Geroux, Thelma McNear, Beau Cockburn, Silvia Leggiero, Daniel Portelance, Brian Breault, Dan Solinas, Wayne Bechard, James Duff, Lisa Burden, Tony Montanino, Damon Srokosz, Mat Roop, Steve DeGurse, Jen Morrow, Tamara Johnson, Ryan Hare, Dave Ostropolec
Regrets: Chad Coene, Colleen Cogghe

Guests: Jeremy Zimmer

Chair: Dave Geroux

Interpreters: Lauri Doig & Kim Banks

Recording Secretary: Melissa Steele

1. Call to Order – Dave Geroux called the meeting to order at 9:00 a.m.
2. Opening Prayer – The committee opened the meeting with a prayer.
3. Welcome – Committee welcomed everyone in attendance.
4. Approval of Agenda

Motion: That the Agenda for the JHSC December meeting be approved with additions below.

- **Chemical Storage at UCC (12.3) – Jeremy Zimmer**
- **Backpacks and Slips, Trips & Falls at UCC (12.4) – Jeremy Zimmer**

Approved by all.

5. Confirmation of JHSC Meeting Minutes – October 20, 2023

Motion: That the Minutes from the JHSC October meeting be approved as presented.

Approved by all.

6. Review of WSIB Reportable Incidents
 - A) October & November
 - No comments or discussion
7. Review of Employee Accident/Incident Reports
 - A) October & November
 - Discussion regarding increase in # of aggression incidents so far this year as well as specific student from St. Patrick's - 46% of all incidents in September were from one student, 46% in



October were from same student and 20% in November were from that same student. L. Burden attended St. Pat's and spoke with the EA's who work directly with this student. EA's offered that the decrease in November was due to adjusting to transitions, EA's getting to know student better and understand their needs, student getting to know EA's and a more structured day. The student also received equipment- stroller and communication tool which has helped. High number are "near miss" incidents. Casual EA (in temp assignment) has strongest qualifications and training to work with this student. J. Morrow, member of Spec Ed team and ABA team have reviewed this matter as well as outside supports. A number of meetings and training sessions involving EAs to hear their concerns. School reviews all incident reports, meets with staff and discusses. Worked with ABA team and representative from outside support to target specific areas of concerns. Explanation on "head butting" incidents- it is a form of his communication and his movement.

- Discussion regarding other locations, the increase in incidents and what is happening in schools. Discussion regarding if/when students should be removed.
- Discussion extended into what is happening in society- lots of anger and aggression.
- J. Morrow shared that students are seeing their parents, learning inappropriate behaviour and it is translating into schools. A lot of work to be done, but we need to be that caring community, embrace these students and positive role modeling that they need. SAS- significant interventions in place outside of building to successfully integrate him back. HT- serious incident- shouldn't have happened, serious repercussions in place. Regarding casual staff, we need to be more aware of profiles of students, to support them. Looking at criteria and qualifications for casual EA staff, as well as more training for them.
- Discussion regarding incidents at UCC - students getting used to new environment and space, one student is brand new and getting to know school and students. Some are multiple reports of the same incident. ABA and Collaborative Support team worked with school and no incidents in November.
- Discussion regarding people have a right to go to work & be safe but also that every student has a right to education and how the Board needs to review their strategies. So much coming at teachers/stress, staffing shortages, curriculum changes. Sometimes staff are not responding appropriately due to stress which amps the students up. Support teachers better so they can assist with students.
- Discussion regarding the students witnessing the incidents & how we can support them.
- Discussion regarding thinking outside of the box for some behavioural students, St. Pat's has been creative with thinking- SWAC option or Co-op- put in different environment and they thrive/have some success. Board needs to try doing this more. HR trying to assist with open/unfilled jobs but incidents aren't helping the situation. Some people feel that JHSC just discusses same items each meeting but nothing is done after meeting. Suspension is not always the answer but also good to "hit the reset button"- everyone needs that break. Sending students home is not always answer. BMS makes a huge difference and making sure staff are heard. PVP should share "best practices/buy-in culture" ideas with each other.
- Discussion regarding redacting swear words in the incident reports, the length of incident reports and employees including student and staff names. Swear words will no longer be redacted moving forward. JHSC agrees with putting 1000-character limit in place in New Year (should be summary of incident). Reminder to be sent to staff regarding naming convention.
- Discussion regarding SAM & STU incident increase- SAM - size of school, 9 students, some repeat offenders, some one-offs. St U- have 2 with autism (non-verbal) and others are new students.



- Discussion regarding direction employees have been told with respect to reporting and not reporting. J. Duff advised clarification was provided to PVP and a further discussion if required.
 - Discussion regarding students swearing and how it can be reduced/removed.
8. Review of Incident Trend Reports
- A) 2023-2024
- Discussion on whether graph on page 43 includes casual EA's or just Permanent- only includes permanent (specific job class).
9. Review of Incomplete Workplace Inspection Notes – Cumulative
- Discussion on eye wash station at UCC and when it will be fixed and if it is checked/flushed on a regular basis.
 - Discussion on St. Pat's gym door and the bar that can be removed. Parts on order to repair it properly and Facilities to follow up with day custodian to discuss situation.
10. Review of Workplace Inspection Reports
- A) October & November
- Discussion on monthly inspections and how UCC inspections do not specify which building. If questions, they can be addressed at JHSC meeting as this can't easily be identified in eBase.
11. Business Arising
- 11.1 VTRA Process – J. Duff
- Previously confirmed that Board will provide JHSC with VTRA information and confirm process.
 - J. Morrow gave a brief explanation of the VTRA Process, what steps are involved and what happens when an investigation is conducted.
- 11.2 Lockdown and Hold & Secure Training – J. Duff
- Discussion regarding the difference between Lockdown, Hold & Secure and Shelter in Place and whether drills are done at schools and when they review these processes.
 - Schools have a script of what to say when they announce "Lockdown", "Hold & Secure" or "Shelter in Place". Need to close gap so staff understand the difference between.
 - If giving directive due to student issue, just give clear directions to staff - "teachers lock your doors, teachers keep students in room".
 - Emergency Preparedness Plan – there are definitions/descriptions of each one listed with it. Some places have them posted in each classroom. T. Montanino will follow up on this.
 - J. Duff advised that there is an audit on Emergency Preparedness at our schools. The Board will be selecting schools to go to and accessing compliance to these matters. Includes training and awareness. Auditors may be able to give recommendations on this matter.
- 11.3 FOBs – J. Duff
- Update on FOB's and keys for OT's, casual staff and anyone supervising students. Email and presentation to PVP was provided. Email going to all casual staff to clarify FOB and how they can get a FOB at schools. It is getting better, but some schools still need to implement this/more FOB's have been ordered/requested.

- 11.4 Slip, Trip & Fall Winter Safety Campaign – L. Burden
- Follow up from discussion at last meeting.
 - Winter safety/winter months and there has been 8 reportable Slips, Trips & Falls incidents since September.
 - L. Burden shared presentation on plan and information that will be shared with staff.
- 11.5 Incident Reporting – J. Duff
- Discussion occurred at previous meeting regarding incident reporting. Just wanted to share “memo of clarification” that was sent to all staff.
 - Confirmed that JHSC supports 1000-character limit in New Year.
 - Discussion regard staff not feeling supported and that administrators need to follow up with “how are you doing? Are you okay? What do you need?” after incident.
 - Discussion regarding additional tailoring of form to provide additional examples of what they should/shouldn’t include.
- 11.6 Update on Mats – J. Duff
- Discussion on new mats- for some locations, they are working out great. For others, they are tripping hazard.
 - Piloted some mats and those naturally shrunk down in height. Board ordered from different manufacturer with the same specs as pilot but those mats are not shrinking down/edges curling up.
 - Accessibility issue for some schools for wheelchair access.
 - If schools don’t like/want, they can get rid of or replace but through school budget.
12. New Business
- 12.1 Establishing JHSC Meeting Norms – J. Duff
- Follow up from last meeting regarding Kerri Jordan’s presentation on school norms. As some JHSC members are not in attendance at this meeting, this item was deferred for another discussion.
- 12.2 Mould Abatement SPHS – L. Burden
- Report sent to JHSC Committee with package. Normally JHSC member or site-based rep can attend but missed this step- spoke with Facilities to tighten up process and afford worker rep ability to attend.
- 12.3 Chemical Storage at UCC – J. Zimmer
- Discussion regarding update & audit.
 - Board is in the process of engaging OSBIE (Ontario School Board Insurance Exchange) for recommendations and who to engage. Canadian Scientific is a consideration.
 - Discussion confirming that chemicals are currently being stored properly- just want confirmation that regulations haven’t changed and confirmation if some chemicals are no longer required with change in curriculum. Colour coding system reviewed & updated chemical inventories at end of last year.
- 12.4 Backpacks and Slip, Trips & Falls at UCC – J. Zimmer
- Discussion regarding full classrooms and students bringing their backpacks to class. “Near misses” due to trip/slip hazards with so many on the floor as well as concerns regarding what could be in the backpacks. Pre-Covid, backpacks were left in lockers. St. Patrick’s has gone



back to “backpacks in lockers” but UCC hasn’t as there aren’t enough lockers for all students to implement this.

- Discussion regarding options due to school size- bring items for first 2 classes with student in morning and then go back to locker at lunch and get items for next 2 classes. More time between classes may need to be considered. J. Zimmer to confirm number of lockers compared to students and J. Duff will follow up with Executive Council regarding the shortage of lockers and what can be done.

ADJOURNMENT - Meeting was adjourned at 11:43 a.m.