



ATTENDANCE

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

Regrets: Dave Ostropolec

Guests: Lori Moynihan, Johanna Arns, Linsey Hartford, Jason McGill, Pat DeRidder, Kristin Pearson, Donna Pellerin, Kristi Disper, Kim Zondervan, Donna DeGurse, Shannon Murphy DeKoning, James Firth, Renee Forgie, Rita Sanders-McGregor, Allen Symeonakis, Michelene Blackshaw, Bridget VanLieshout, Joette Caron, Jeremy Zimmer, Michelle Salisbury

Regrets: Deg Goglia-Kocis, Annette Mifflin, Jaime Crow, Margaret Woods,

Chair: Dave Geroux

Interpreters: Lauri Doig & Kim Banks

Recording Secretary: Silvia Leggiero

1. Call to Order – Dave Geroux called the meeting to order at 9:05 am.
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 October meeting be approved with the following additions:

- **Additional item - Kerri Jordan – presentation on SEL**
- **Reporting**
- **SDS Review**

Approved by Dina Carter and Thelma McNear.

5. Confirmation of JHSC Meeting Minutes – June 16, 2023

Motion: That the Minutes from the JHSC June meeting be approved with the correction below.

- **Attendance Update- Beau & Interpreters were present and added to the June minutes.**

Approved by Jen Morrow and Dina Carter.**6. Review of WSIB Reportable Incidents**

- A) June, July & August
- B) September
- C. Coene requested to include page numbers for the entire report.
- C. Coene inquired about a possible discrepancy with the summary of incidents. Dave confirmed that first aid is not reportable; just health care and health care and lost time.
- B. Cockburn inquired about an incident at St. Angela Merici and asked if the student approached the EA in an aggressive or accidental manner. J. Morrow and D. Geroux confirmed that this was aggression but specifically directed towards the white board, not the staff member.

7. Review of Employee Accident/Incident Reports

- A) June, July & August
- B) September
- B. Cockburn questioned incident reports in July when school finishes in June. J. Morrow confirmed that the Board has summer learning for students in our buildings during July.
- W. Bechard inquired if summer learning staff know about supports through the summer.
- C. Coene expressed concern about higher incident totals in September 2023 compared to September 2022.
- J. Morrow discussed incidents connected to a student at SPSHS. J. Morrow shared the strategies that were in place for the student in Elementary and that staff are navigating challenges with the student beginning at a new school in Secondary. C. Coene inquired about transition planning and J. Morrow confirmed that planning started in February 2023. J. Morrow shared challenges with the size of the student's space. R. Hare shared that incidents occur in different places, not just small spaces. J. Duff shared that a new resource was provided to the student that should allow for staff to create distance during transitions throughout the day. D. Solinas commented that many incidents appear to occur when casual EA is assigned to student. J. Morrow confirmed that release time for EA was offered. J. Morrow knows that the student went to SPSHS several times in June.
- W. Bechard described incident at St. Anne, Sarnia in which the student's actions impacted the classroom and office, and the student used swear words. J. Morrow said the student's behaviours are not acceptable. J. Morrow shared that the student has complex needs and diagnoses and a meeting is occurring with family and student. J. Morrow shared that different plans and strategies have been used but since the situation wasn't improving, C. Preece was brought in.
- C. Coene inquired about incident at school that involved broken glass but was not reported. J. Morrow shared that the incident may not have been reported since the incident was related to self-harm and not directed toward staff.
- B. Cockburn questioned if parents are informed if the school is having difficulty managing student. J. Morrow confirmed that plans should be in place and specific reasons when parents are called but parents are not always contacted after every incident.



- B. Cockburn asked if the school could refuse a student if the student comes to school already triggered. J. Morrow responded that this question does not have an easy answer as we must be mindful of several variables, including human rights.
- Question asked about how intervention can happen so quickly for some incidents but not for others with many reports. J. Duff shared that some reporting includes incidents that are more aggressive than others. J. Duff cautioned against changing our reporting system to differentiate between perceptions of intentional or accidental acts of aggression.
- W. Bechard stated that staff have the right to go work and not get hurt. D. Portelance stated that EAs with a lot of experiences are aging and requesting help. D. Portelance stated that he understands students have a right to go to school, but we are going to lose staff as some are getting hit regularly.
- C. Coene asked if there is the ability to have an ATC classroom in Sarnia. J. Morrow said Ministry does not provide funding to support a location in Sarnia.
- C. Coene inquired if students attending school trumps staff being safe at work. J. Duff shared that we need to ensure everyone is safe and focus on supporting students and staff. C. Coene commented that the Occupational Health and Safety Act trumps everything and that every worker has the right to refuse unsafe work.
- D. Carter shared that we are only in the middle of October and our EAs are already burnt out - emotional and physically.

8. Review of Incident Trend Reports

- A) 2022-2023
- B) 2023-2024

- L. Burden confirmed that May did not have the total captured on the graph. The total was 128 incidents.

9. Review of Incomplete Workplace Inspection Notes – Cumulative

- D. Srokosz confirmed that all the work orders had been addressed except for one.
- W. Bechard inquired why the reports states incomplete for portables and T. Montanino confirmed the portables were shut down.

10. Review of Workplace Inspection Reports

- A) June, July & August
- B) September

- W. Bechard inquired about new mats in kindergarten rooms as some staff are concerned about tripping on the mats and wheelchair access.
- T. Montanino shared that the Board piloted the mats at St. Angela Merici and St. Joseph, Tilbury and we received great feedback. The new mats are hygienic friendly. T. Montanino confirmed if staff have concerns, let their administrator know.
- C. Cogghe shared that some classrooms at her school chose to not use the mats.
- J. Duff shared that D. Geroux and D. Carter previously shared concerns, and we are trying to find solutions with the new mats to avoid tripping hazard.
- B. Cockburn questioned if there are other options, such as smaller cushions.
- J. Duff confirmed there are smaller mats available for purchase and schools will need to determine if their budget can make that work.

11. Business Arising

11.1 Update on JHSC Discretionary Access to Reporting Tool – J. Duff

- J. Duff described the arbitration award with respect to providing JHSC members with discretionary access to online reporting tool. J. Duff confirmed that a review of the online access is occurring on October 23 with select JHSC members and resources on how to access the system will be provided to the rest of the JHSC shortly thereafter.

11.2 VTRA (Violent Threat Risk Assessment) – J. Duff

- J. Duff discussed the recommendation from the Worker Co-Chair regarding information on VTRAs. J. Duff confirmed that the Board will provide the JHSC with information regarding the VTRA process, notification that a VTRA occurred, and information if the VTRA identifies recommendations with respect to the workplace. J. Duff confirmed that details of the VTRA will not be shared with the JHSC, as the details would disclose or make it possible for the identification of individuals and their confidential personal and/or personal health information.

11.3 AED (Automated External Defibrillators) – L. Burden

- L. Burden shared that the AEDs at UCC were inspected, and one AED was placed closer to back field to assist with sporting events.

11.4 Lockdown Procedures – SPSHS – J. Duff

- J. Duff shared that the Associate Director met with administrative staff at St. Patrick's Highschool with respect to concerns about interactions with escalated students and parents. J. Duff confirmed that the discussions included exploring enhanced de-escalation training, furniture reconfiguration and possibly engaging an external risk analyst.
- W. Bechard inquired if the Board is changing the lockdown procedures as some schools use comments such as "secure doors" or "code green".
- J. Duff confirmed that lockdown is only when there is an external intruder entering the building. Schools may have internal procedures when requesting staff to close doors due to a student's escalation in the building.
- D. Portelance shared that there is a lack of understanding between lock down and hold & secure and should be clarified. J. Duff shared that he would look into this matter.
- C. Coene shared that SPSHS issues were not lockdown related but concerns about admin removing themselves if a situation became too aggressive. C. Coene inquired about recommendations from the Sarnia Police.
- C. Coene inquired about FOBs for casuals and occasional teachers while at school.
- C. Cogghe shared that her school has FOBs. A question was raised about FOBs for adult supervisors. J. Duff confirmed the Board will review this matter.
- D. Geroux shared that at least one school is not issuing FOBs and will discuss with J. Duff.

12. New Business

12.1 Workplace Violence Risk Assessments – L. Burden

- L. Burden shared that she completed information sessions for principals with respect to completing risk assessments.



- L. Burden that completed risk assessments are available on the JHSC Google drive.
- 12.2 Slip, Trip and Fall Training Resources – L. Burden
- L. Burden shared that incidents of slip, trip and fall are high at our Board and other boards. She shared efforts to address this risk and hazard through a communication campaign and safety alerts. As well, she is reviewing additional resources to assist with a slip, trip and fall program.
- 12.3 Onsite H&S Representation Training – L. Burden
- L. Burden presented slides with respect to online H&S rep orientation and training. L. Burden confirmed that the slides will be sent to all the onsite H&S reps and to reach out to her or a JHSC member for more guidance.
- 12.4 Developing Schoolwide Norms from an SEL Perspective Presentation – K. Jordan
- K. Jordan presented on Developing Schoolwide Norms from an SEL Perspective.
 - W. Bechard shared that he received positive feedback from staff regarding the difference within the school.
- 12.5 Reporting – W. Bechard
- W. Bechard initiated a discussion about employees being discouraged by principals with respect to reporting incidents.
 - J. Morrow and J. Duff shared that principals were notified that reporting should occur and also received clarification regarding the misconception that reporting will result in extra EA support.
 - J. Duff confirmed that staff should be reporting incidents, and that staff are provided emails twice a year confirming reporting expectations, FAQs, and how to report.
 - D. Carter shared that some staff approach reporting with the understanding that no support can be provided if they don't report. D. Solinas shared that support could mean a variety of things, not just EA support.
 - C. Cogghe shared her experience with staff and misunderstandings about reporting.
 - B. Breault inquired about the lack of principals reporting. D. Geroux shared that some staff believe principals have said to stop reporting as they know the issue and are working on it.
 - J. Duff shared that new communication may be required to clarify reporting expectations.
- 12.6 SDS Review – L. Burden
- L. Burden confirmed that the Board is reviewing SDS binders. She shared that chemical inventories are complete, and we are ensuring the chemicals are updated in the Board's online MDS system. L. Burden confirmed that paper backups are provided to every school and accessible on phone if necessary.
 - D. Geroux inquired if there a process to ensure that paper back up are up to date. L. Burden shared that Elementary schools are up to date and that science departments in Secondary are reviewing and updating products in their binders. L. Burden confirmed we are in the beginning stages of this review and there is no hard deadline for completion at this time.

ADJOURNMENT - Meeting was adjourned at 11:58AM.