



ST. CLAIR CATHOLIC  
DISTRICT SCHOOL BOARD

*Lighting the Way ~ Rejoicing in Our Journey*

## **JOINT HEALTH & SAFETY COMMITTEE MEETING**

**Friday, October 18, 2013 - 9:00 a.m.**  
**Catholic Education Centre – CEC Boardroom**

### **MINUTES**

**Chair: Joe Vasko**

**Present:** Tom Baker, Bruce Hannah, John Larsh, Thelma McNear, Joe Vasko, Lorraine Willemse, Deanna Kaufman, Sherry Eenink, Len Fera, Ray Power, Dina Carter, Dave Geroux, Lisa Burden, Bruno D’Andrea, Michelle Johnston, Erin Moffat-Sharpe

**Regrets:** Lisa Demers, Suzanne Mills, Paul Lernout, Doug Cruickshank. Anita Labadie, Tony Montanino

**Recording Secretary:** Kristin Winder

#### ***1. Call to Order***

Joe Vasko called the meeting to order at 9:00 a.m.

#### ***2. Opening Prayer***

The committee opened the meeting with a prayer.

#### ***3. Welcome & Introductions***

Chair thanked everyone for attending, invited everyone to introduce themselves and started meeting.

#### ***4. Adoption of Agenda***

Moved by Bruce Hannah and Ray Power that the agenda be accepted as printed.

#### ***5. Confirmation of Minutes – June 7, 2013***

Motioned by Sherry Eenink and seconded by Thelma McNear that minutes be approved as presented.

## **6. Review of Employee Accident/Incident Reports**

Action:

- Discussed incidents involving Long Term Occasional Teachers
- Discussed the protocol for reporting when an incident occurs to Safe Schools – 3 forms
- Advised of Bill 157 legislation in regards to incidents requiring suspension or expulsion
- Seeking verification from Lisa Demers in regards to Safe Schools and violent incidents
  - *To be reviewed at next meeting*

## **7. Review of Incident Trend Reports**

Action:

- Discussed Aggression incidents at CEC; staff based out of CEC would represent those identified on the trend reports

## **8. Review of Workplace Inspection Reports**

Action:

- Discussed Holy Trinity's inspections (missing Checklist items); mistakenly recorded, all are present
- Discussed Monsignor Uyen's inspections (incorrectly coded 'Types' on report – Sherry Eenink to follow-up with school)

## **9. Business Arising**

### ***9.1 Incident Reports 2012/13 – comparison with similar sized Board***

Action:

- Discussed Incident comparison report provided from SBCI; will receive in December or January at which time we will provide to the Committee
  - *To be reviewed at next meeting*

### ***9.2 Noise Testing – St. Anne, Sarnia***

Action:

- Discussed possible noise testing, there are no current issues this year, therefore no assessment necessary

### ***9.3 Science Lab/Safety Protocol***

Action:

- Final draft has been provided to a 3<sup>rd</sup> party for expert review; this should be completed and released shortly.
  - *To be reviewed at next meeting*

### ***9.4 Technology/Lab Safety Protocol – Update on repairs and assessments***

Action:

- Tech Guideline is in progress – CODE documents have been released.
- SIP Funding has been utilized at 75% thus far (PPE, PD for Teachers, machine repairs, etc)
- The remaining 25% of the SIP fund will be utilized before the end of February

## **10. New Business**

### **10.1 Review of Mentor Listing**

Action:

- Discussed the current schools and their mentors; a few schools were changed to allow for an equal distribution

**11. Adjournment** – J. Vasko adjourned the meeting at 10.09 a.m.