

RENFREW COUNTY CATHOLIC DISTRICT SCHOOL BOARD
Minutes of Meeting #2-2012
Meeting of the Joint Health and Safety Committee
Tuesday, January 24, 2012
Bishop Smith CHS – Health and Safety Portable

1. **Prayer**

The Co-Chairperson, Employer Representative opened the meeting with a prayer.
Ken welcomed Jillian to the committee.

2. **Roll Call**

Present: Ken Jones, Co-Chairperson, Employer Representative
Alfie Sicoli, Principal's Association Representative
Brenda MacMullen, CUPE Representative
Micheline Blondin, OECTA Elementary Representative
Mike Silmsler, OECTA Secondary Representative
Mark Searson, Secondary Principal Representative
Jillian Burchart, Non-Union Representative

Absent: Angel Casey, Co-Chairperson, COPE Representative
Ivan Johnson, Employer Representative (Manager)
Tracey Pecarskie, Occasional Teacher Representative

3. **Addition to Agenda**

Mike Silmsler requested that Accident Reports and Member's Notice be added to the agenda.

Motion #2-12-1

Moved by: Alfie Sicoli
Seconded by: Brenda McMullen.

That the revised agenda for Meeting #2-12 be approved.

Carried.

4. **Approval of Minutes**

Motion #2-12-2

Moved by: Mark Searson
Seconded by: Jillian Burchart

That the minutes for Meeting #1-12 be approved.

Carried.

5. **Certification Part II**

Ken congratulated the member of the committee who had completed the Health & Safety Level 2 certification.

6. **Health & Safety Representative Inspection Course**

There was a positive response to the course and a reminder to everyone that this course is available to all Health & Safety Reps and committee members. An important footnote was mentioned regarding the school inspections; please be discrete when you are doing your school inspections, ie no students or public in the vicinity.

7. **Air Quality at St. Joseph's, Arnprior**

Stantec came to the school to evaluate the air quality. The conclusion was that more dusting was required and caretakers are to use sweeping compound. The board policy states that windows should be opened on breaks and lunch; however there is difficulty in the winter to accomplish this as the windows freeze. Mike thanked Ken for the prompt evaluation and service.

8. **Asbestos Abatement St. Thomas**

Contractors are going to the school on February 3, 2012 to evaluate the situation. Repairs and removal will commence on the March Break.

9. **Member's Notice**

The Ministry of Labour inspected the shops in the 2 high schools. A few problems were reported at Bishop. The issues were with plugs, fuses, and the CO2 monitor. A significant upgrade to St. Joseph's High shop was the purchase of a new hydraulic press. There is also a need for more explosion proof cabinets for paint and oils. These cabinets must also be grounded.

10. **Accident Reports**

The biggest complaint regarding having an accident/filling out reports/going to the hospital is lost time at work. Any time there is a loss of time at work due to an accident, the employee must fill out a worker's compensation report.

11. **Inspection Reports**

School	Past Concern	Result
John XXIII	November – No concerns December – No concerns January – No report sent in	
St. Joseph's, Arnprior	November – No report sent in. December – Outside dumpster lids (hazard) - Floor lifting in west entrance - Metal trim is bent & loose in front entrance hallway. - Excessive storage boxes (Room 11)	- No action taken - No action taken - No action taken - No action taken
St. John Bosco	November – Sliding doors keep falling off cupboards (Gr 4/5) - Dust computer corner December – No concerns	-Work order submitted - Spoke to caretaker
St. Joseph's, Calabogie	November – Loose floor tiles in French classroom December - No report sent in January – No concerns	- Work order submitted
St. Anthony's	November – No report sent in December – Sound cord for teacher's computer is loose on the floor (Gr. 2/3 room) January – No concerns	- No action taken

School	Past Concern	Result
George Vanier	November – Lights in vestibules at entrance not working - Water leaking off roof into light fixtures (front door) - PA System not working - Cracked paint on ceiling, due to water damage. Check for possible mold. December – PA System not working - Improper keyboard placement for computer - Broken bleacher seat (jagged edge)	- Req. sent in - Req. sent in - Req. sent in - No action taken - Board technicians looking into this. - Req. sent in - No action taken
St. Mary’s, Deep River	November – No report sent in December – No report sent in January – Snoezelen Room (#9) Cannot hear fire alarm - Fans are not working in certain areas of the school	- No action taken - Req sent in but seems to be an on-going issue
St. Michael’s	November – heat not functioning in portable #1 December – Side of metal heater is off (Gr. 6/7 room) - cords across floor for smartboard January – Heat not raising above 15 degrees in portable 2 - More than 15 loose, broken ceiling tiles in gym - Unsecured cleaning products in library (WHMIS violation)	- Electrician was in on the 17 th & has to return but has not yet - No action taken - No action taken - No action taken - No action taken - No action taken
St. James	November – No report sent in December – The blind on the door the students’ use for recess needs to be fixed January – Broken piece of wood missing from one of the benches in Room 2 - The cord on the laminator casing in deteriorating & needs to be replaced	- Req. sent in - Req. sent in - No action taken

School	Past Concern	Result
St. Andrew's	<p>November – Ceiling tiles need to be replaced in rooms 1,3,11,15 -17 and hallway - Asphalt in both entrances cracked and heaving.</p> <p>December – Volleyball net difficult to put up and take down. New posts were ordered, students cranked too hard and broke one post.</p>	<p>- New ceiling tiles were replaced in hallway but other rooms have not been replaced yet - Nov.15/11 Meeting with Ivan to put a plan in for new pavement and yard to be leveled. - Req. sent in. Teachers are only ones to crank net up.</p>
Bishop Smith	<p>November – More ventilation is required in boy's change room December – No report sent in January – Ceiling tiling missing by chapel - Volleyball post holder not fastened to floor in Gr. 8 gym - Repair or replace doors leading to outside by benches (by Gr. 8)</p>	<p>- No action taken - Req. sent in - Req. sent in - Req. sent in</p>
Cathedral	<p>November – Cupboard door hinges are sticking out. - Chipped & raised floor tiles need replacing. - Wires on floor from Smart board (library) December – No report sent in January – Cupboard sliding door off track - Clutter behind teacher's desk (room 206) - Ceiling tiles hanging in supply room</p>	<p>- Reported to custodian & hinges have been removed. - Req. sent in - Req sent in to install power outlet in ceiling. - Repaired by custodian. - No action taken - Completed by custodian</p>
Holy Name	<p>November – No concerns. December – Hall tiles in main entrance & side entrance need replaced - Ceiling tiles in all areas are stained January – replace tile in cloakroom, outer door of bathroom in basement hall and resource room library - loose railing of stairwell near bus stop</p>	<p>- No action taken - No action taken - No action taken - No action taken</p>

School	Past Concern	Result
Our Lady of Lourdes	November – Pole hole cover missing in gym - Outlet by sink in Room 1 needs repair December – Stool that children use to wash their hands in Room 18 not stable. - Lots of clutter in Room 4 - Ground eroding in Junior yard January – Back gate frozen into ground - Radiator needs repair as covers are off the baseboard heaters (Room 28)	- Investigating who took the cover - Work order issued. - Removed stool. - Spoke to teacher - Req. sent in and work completed. - Req. sent in - Will speak to teacher & custodian
Our Lady of Fatima	November – No report sent in. December – Uneven pavement in kindergarten /Gr. 1 area - Fan on high window seal - MSDS sheets not on bottles in downstairs caretakers room	- Req. sent in (Capitol Improvements) - Removed fan - Told caretaker. Bottles are now labeled.
St. Joseph's High	November – No report sent in December – No report sent in January – No report sent in	
St. Thomas the Apostle	November – Computer cords on floor (room 106) -Musty smell from air vent in Room 102 December – No report sent in. January – Ceiling tile missing in boy's change room - Light cover hanging in boy's washroom	- No action taken - No req. sent in - No req. sent in - No req. sent in
St. Casimir's	November – No concerns December – No concerns January – Slippery slope to enter & exit school (there are no steps or handrail) - Outlet (C17/19) not functioning	- Called Ken to discuss and spoke to caretaker to sand - Req. sent in
Our Lady of Grace	November – No concerns December – No concerns January – No concerns	
St. Mary's, Wilno	November – PA system needs outside - Emergency lights need to be repaired in staff, girl's & boy's washroom	- Req. was sent in June, resent in November - Req. sent in June.

School	Past Concern	Result
Admin Office - 499	November – Carpet Stretching (replace or repair) - Lack of heat in HR - Excessive heat in building December – Picture unsteady near Tony Cosentino’s desk - Fire extinguishers have no been checked	- No action taken - No action taken - No action taken - Work order has been completed - No action taken
Admin Office – 999/Workshop	November – No concerns December – No report sent in January – No concerns	

12. **Information Item**

It was noted that there was going to be a professional development day on Friday, February 3, 2012 and support staff were invited to attend sessions.

13. **Adjournment**

The meeting was adjourned at 11:45 a.m.

/nsk