

**Minutes of Meeting #3-2012**  
**Meeting of the Joint Health and Safety Committee**  
**Tuesday, March 27, 2012**  
**Bishop Smith CHS – Health and Safety Portable**

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1. **Prayer**

The Co-Chairperson, Employer Representative opened the meeting with a prayer.  
The Non Union Representative was welcomed to the committee.

2. **Roll Call**

Present: Ken Jones, Co-Chairperson, Employer Representative  
Brenda MacMullen, Co-Chairperson, CUPE Representative  
Alfie Sicoli, Principal's Association Representative  
Micheline Blondin, OECTA Elementary Representative  
Mike Silmsner, OECTA Secondary Representative  
Mark Searson, Secondary Principal Representative  
Katrina Burgess, Non-Union Representative (For Jillian Burchart)  
Ivan Johnson, Employer Representative (Manager)  
Tracey Pecarskie, Occasional Teacher Representative  
Absent: Angel Casey, COPE Representative

3. **Approval of Agenda**

**Motion #3-12-1**

Moved by: Co-Chairperson, CUPE Representative  
Seconded by: Principal's Association Representative

That the agenda for Meeting #3-12 be approved, with the addition of Air Quality at St. Joseph's HS to the Member's Notice Section.

Carried.

4. **Approval of Minutes**

**Motion #3-12-2**

Moved by: OECTA Elementary Representative  
Seconded by: Principal's Association Representative

That the minutes for Meeting #2-12 be approved.

Carried.

5. **First Aid Courses**

A two day first aid course has been booked for 18 participants May 17 and 18. Notice will be sent out to all employees shortly. As an information item it was noted that the course costs \$145.00 per person.

A second course will be provided for all Employee Caretakers on June 28 and 29.

6. **Asbestos Abatement – St. Thomas the Apostle**

During the March Break, Stantec was contracted to remove asbestos from pipes in the crawl space at St. Thomas the Apostle. Results of the final air quality testing report are anticipated shortly, and will be shared with members at the next meeting.

7. **Inspection Reports**

SCHOOL	CONCERN	ACTION
St. Joseph's, Arnprior	Flammables hanging from ceiling	There is no standard interpretation provided from fire department outlining the percentage of wall coverage in classrooms. <b>RECOMMENDATION:</b> To ensure compliance with the Fire Code, the Joint Health and Safety Committee recommends that each school contact their local fire chief to request a classroom inspection. The Fire Chief should then provide a recommendation for compliance in their jurisdiction.
St. Anthony's	Exposed wires	No request sent in. Co-Chairperson Employer Representative to investigate.
George Vanier	Classroom can't reach the office	OECTA representative suggested an alternate method, such as walkie-talkie units if classrooms are not able to reach the office. The Co-Chairperson, Representative will ensure Minitel has corrected the problem.
St. Mary's, D.R.	Snoozelin Room	Cannot hear fire alarm in the room. No request has been received for this work.

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St. Mary's D.R. (Continued)	No fans work on one side of the school	This may be a Trane issue. The Co-Chairperson, Employer Representative will obtain more details on both the Snoozelin Room and the fans.
St. Michael's	Door is cracked and broken  Loose tiles in the kitchen	No orders have been placed for this work. The Co-Chairperson, Employer Representative will check.
St. James	Many repeat items on the Inspection Reports	The Co-Chairperson Employer Representative will visit the school to update, especially on the laminator.
St. Andrew's	Many loose ceiling tiles	This work will be completed in the summer.
St. Francis	No reports submitted	The Principal's Association Representative will remind the school.
Holy Name	Reports vague, need more information	More detail in required on reports, i.e. "tile" needs to be expanded to indicate ceiling or floor tile.
Our Lady of Lourdes	Lights out in Room 7 and 1	No orders have been received for this work.
Our Lady of Fatima	No reports submitted          Clutter is classroom	The OEETA Elementary Representative submitted a combined report for January and February. No report was submitted for March.  Tripping hazards exist in cramped classrooms. There is no specified guideline on what constitutes too much clutter. Perhaps the fire code could be checked for reference to the number of bodies allowed per square foot in a classroom.
St. Thomas the Apostle	Cords on the floor from computer.  Emergency elevator access for children with crutches	This item is a school budget item.  Evacuation plans instruct not to use the elevator in an emergency. Co-Chairperson to check on situation, perhaps the request was worded incorrectly.

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Our Lady of Grace	Incorrect form	The checklist submitted is a good guideline for doing an inspection. The final report must be submitted on the correct form.
St. Joseph's HS	No reports submitted for 2011-12 school year	H & S Representative has been completing reports, but reports have never been received. Principal's Representative to contact Brennan Trainor to investigate further.
Administration	Carpet stretching in Accounting	Can proceed with the work to replace the carpet if Mary Lynn agrees.
	Items stored in Electrical Room	I.T. Department to be asked to remove.

8. **Member's Notice**

Air Quality at St. Joseph's HS was discussed. The OECTA Secondary Representative believes the recommendations were based on faulty data. A corrected and updated report was requested to reflect new values. The Co-Chairperson, Employer Representative will forward the report once it is received.

9. **Adjournment**

**Motion #3-12-3**

Moved by: OECTA Secondary Representative  
 Seconded by: Principal's Association Representative

The meeting was adjourned at 10:30 a.m.

**NEXT MEETING – MAY 29<sup>TH</sup> AT 9:30 A.M.  
 HEALTH AND SAFETY PORTABLE  
 B.S.C.H.S.**

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