

RENFREW COUNTY CATHOLIC DISTRICT SCHOOL BOARD
Minutes of Meeting #3-13
Meeting of the Joint Health and Safety Committee
Tuesday, February 19, 2013
Bishop Smith CHS – Health and Safety Portable

1. **Prayer**

The Co-Chairperson, Employer Representative opened the meeting with a prayer.

2. **Roll Call**

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

3. **Approval of Agenda**

Motion #3-13-1

Moved by: OECTA Elementary Representative
Seconded by: OECTA Secondary Representative

That the Agenda for Meeting #3-13 be approved.

Carried

4. **Approval of Minutes**

Motion #3-13-2

Moved by: OECTA Elementary Representative
Seconded by: Principals' Association Representative

That the minutes for Meeting #2-13 be approved.

Carried

5. **Items Arising from Last Meeting**

SCHOOL	PAST CONCERN	ACTION TAKEN
George Vanier	Air Quality	<p>The musty smell in the Kindergarten Room continues to be a problem.</p> <p><u>History of Past Work in the room:</u> Companies from Ottawa and then from Toronto have been contracted to perform mold testing; Ceiling tile has been replaced, roof drains and sinks have been changed; the toilet has been taken off and re-sealed; Core samples have been taken from the floor; grates have been cleaned, and the ventilation system is cleaned quarterly. There are no longer musty books or papers stored in the room. The Minister of Labour has also visited the site to provide assistance.</p> <p>Suggestions put forward by the JHSC include:</p> <ol style="list-style-type: none"> 1. Installation of a de-humidifier that can be operated at night; 2. Move Kindergarten class to another room; 3. Make school staff aware of what has been done to remedy the problem.
Various	First Aid Course	<p>St. John Ambulance is to offer a one-day renewal certificate for first aid. The Co-Chairperson Employer Representative will send a memo to staff to determine interest for this course.</p> <p>A reminder again of start time of 8:00 a.m. and end time of 4:30 p.m. for the two day first aid course.</p>

6. **Inspection Reports**

SCHOOL	CONCERN	ACTION
Various (St. Mary's, DR; St. Anthony's; Bishop Smith)	Window Coverings	Ministry grants are available to provide cameras to monitor school access in five of our schools that currently are without cameras. The Board may be able to provide some money left over from this grant for window coverings on lower floors.
St. Joseph's, Arnprior	Vent in Caretaker Room	A vent in the door is to be installed. A work order has been submitted.
George Vanier	Ceiling crumbling around light	Following a leak in the roof, the ceiling started to crumble around the light in the foyer. A work order has been submitted.

St. Michael's	Wind making doors slam on portables	New hardware has been installed on the doors, however, this hardware may not be strong enough to hold the doors. If the problem continues, a wind shield structure could be installed.
St. James	Cord missing on blind	The Co-Chairperson, Employer Representative will follow up.
Holy Name	Bats Excess Heat - Valleycrest	The attic was cleaned and inspected over the Christmas Break. No bats were found at that time. The bat gates remain in place, but a few bats have entered the building. The Employer Representative mentioned there may be an additional clean up during the spring. Kool Temp has installed a ductless mini-split system from the old St. Francis of Assisi.
Cathedral	Forms not completed properly	The Co-Chairperson, Employer Representative will follow up with the inspector about completion of forms. Requisitions for outstanding items have been received.
Our Lady of Lourdes	Laminator odour Ballasts Out	There may be inadequate ventilation in the room that is used for laminating. The Co-Chairperson, Employer Representative will investigate. There are a number of ballasts to be replaced in various areas. A purchase order has been issued to an electrician.
Our Lady of Sorrows	Stained ceiling tile	The caretaker should be able to replace the ceiling tile. The COPE Representative will check at the school to check stock. If there is no ceiling tile at the school, a work order will be generated.
Our Lady of Fatima	Grade 5 has excess heat/condensation on windows Ceiling tiles loose Power bar to smart board	Trane is constantly at the school - heating issues remain un-solved. Work orders have been submitted for this, and maintenance checks tiles periodically. Move student table towards the outlet.

St. Thomas the Apostle	Heating problems – various locations	Trane has been contacted to rectify the trouble. Yemen Electric has checked heaters. The Employer Representative is to investigate further.
St. Casimir's	Wall in the basement crumbling	A work order has been submitted to install a sheet of drywall in the basement.

The Co-Chairperson, Employer Representative will contact schools that are not submitting their inspection reports. A Walk-through Training Session will be scheduled for the 2013-14 school year, possibly in September or early October.

It was suggested that schools that are consistently not submitting reports should be inspected by members of the committee. A date will be set for members to meet at a school, such as St. Joseph's in Calabogie.

7. Member's Notice

- a) The OECTA Elementary Representative suggested an incentive (i.e. restaurant certificate) be awarded to Health and Safety Inspectors for correct completion and timely submission of reports.
- b) A half day of professional development training will be provided for all Occasional Teachers. The OECTA Secondary Representative may provide more details at the next meeting.
- c) **Incident Reports:** Copies of incident reports were distributed. Incidents run in a cyclical pattern depending on the time of year, i.e. slips/trips/falls in the winter time, increased attacks on EA's at the beginning of the year, etc. Accordingly, there is an increase in falls on ice and sanding issues reported. The volume of accidents and incidents reported are normal for this time of year.

The Committee discussed in detail that reports are not usually submitted for incidents involving stress or mental health issues. Unresolved stress-related incidents, especially in the elementary panel, have shown a dramatic increase, and are contributing to employee absences taken as sick leave, later developing into LTD claims. The Committee was of the opinion that the system does not have adequate resources, and is not properly equipped to support staff with work-related stress illnesses.

8. Adjournment

Motion #3-13-3

Moved by: Secondary Principal Representative
 Seconded by: Employer Representative

That the meeting be adjourned at 11:14 a.m.

Carried

NEXT MEETING

TUESDAY, MAY 21, 2013

AT 9:30 A.M.

HEALTH AND SAFETY PORTABLE