

Distribution List:

PLEASE POST

Tom Graham
Dave Henshall
Linda Underwood
John Wakefield
Alison Bain
Jude Shugar
Jacob MacLean
Stefan Fedorowich
Dawn Sawchuk
GISS, SIMS, SSE,
Fernwood, Fulford,
Phoenix Elem,
Phoenix Place,
Galiano, Mayne,
Pender, Saturna,
Maint Shop
SBO

**Gulf Islands School District No. 64
District Joint Health & Safety Committee
Minutes
Nov 16, 2017
SBO Boardroom**

Present

Tom Graham (OHSS & Chair Person)
Linda Underwood (HR, Admin Rep)
Alison Bain (Teacher Rep & Chair Person)
Dawn Sawchuk (Recorder)

Absent

Jude Shugar (P/VP Rep)
John Wakefield (School Trustee Rep)
Jacob MacLean (CUPE Rep)
Jessica Wilson (Recorder/Rep)

Meeting Called to Order: 1:30 p.m.

REVIEW

Agenda - Approved

Review Previous Minutes – October minutes reviewed and approved

Injury and Near Miss Summary Review

- Trending was noticed-BSW with 2 strains moving the same vacuum
- The injury was caused by moving the vacuum from one floor level to another
- Action-BSW Supervisor to locate vacuum on each floor
- Maint shop hearing loss injury
- Action- Injury will be investigated and reported

Action List Work Orders Review – JHSC Recorder is learning the system and will prepare a report for next meeting

OLD BUSINESS

Review of Surveys - Tabled until there is larger attendance for a proper review

Radon Test Kit – Allison sourced radon testing for schools information including recommendation for detector placement.

Action- Tom to order in detector and initiate a radon test

Hazardous Material Inventory Review – Report presented by Tom Graham. As part of the EHS survey, all of hazardous materials identified as *should be removed* have been removed by a qualified contractor. All materials identified as in good condition identified as *manage in place* have been inspected and are being managed as directed.

NEW BUSINESS

Action points for Surveys - tabled until surveys are complete

JHSC Meeting Times – It was proposed that the JHSC meeting time change, starting at 2:30pm and the meeting duration of 1 hour.

Action- Tom will check and confirm

Meeting adjournment: 2:26 pm

Next Meeting: December 12, 2017 2:30pm