

**Distribution List:
PLEASE POST**

Tom Graham
Duane Little
Dave Henshall
Linda Underwood
John Wakefield
Alison Bain
Jude Shugar
Dawn Sawchuk
Jacob Hall
Janice Shields
Angie Gray
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
October 9, 2018
SBO Boardroom**

Present

Duane Little (OHSS & Chair Person)
Alison Bain (Teacher Rep & Chair Person)
Dawn Sawchuk (Recorder)
Janice Shields (CUPE Rep)
Angie Gray (by phone)
Tom Graham (guest)

Absent

Jacob Hall (CUPE Rep)
Linda Underwood (HR, Admin Rep)
John Wakefield (School Trustee Rep)
Jude Shugar (P/VP Rep)

Meeting Called to Order: 2:32 pm

REVIEW

Agenda – approved

Review Previous Minutes – approved

Injury and Near Miss Summary Review – No new reports from June, conclusion nothing trending.

Investigation Reports – Dawn will put together a new form from WCB and Blue Line Safety training.

Action List Work Orders Review – Tom to follow up on 2 items. A column will be added to spreadsheet with Timeline notes for further dates.

OLD BUSINESS

- a. **Election of Co-Chairs** - Duane Little & Alison Bain Co-Chairs
- b. **Annual Training, Trainer and program Nov 2** – Cam from Blue Line Safety has confirmed.
- c. **Sub Committees (work loads)** – Reminder we can share workloads if needed as in the constitution.

NEW BUSINESS

- a. **Radon test** - Clarification on Safe Level from VIHA needed - next test area is SIMS crawlspace below library. 90 days then send to lab.
- b. **New system to replace WHMIS (workplace hazardous materials information system) GHS (globally harmonized system) –**
 - As of Dec 1, 2018 all chemicals need to be labeled appropriately. -----
 - Principals and Teachers have been given the information.
 - Custodian have already relabeled.
 - Online course https://www.ccohs.ca/products/courses/ghs_workers/
- c. **Silica testing GISS Art room** – Awareness and good housekeeping. (Air quality test in high school largest use of silica products)
- d. **Pender School safety concern** - music on stage, clutter, fan in shop. Tabled pending more information.

Meeting Adjournment: 3:27pm

Next Meeting: November 2, 8:15 am Safety Training GISS

WOID	Status	Descriptions	Request Date	Completion Date	Priority	Requester	AssignedTo	Location	Area Type
33692	Complete	3 step ladder be made available to all teachers. Store in paper cutting room	12-06-2018	13-06-2018	Safety	Tom Graham	Upton, Rick	Fernwood Elementary	
33693	New Request	move heavier lower	12-06-2018		Safety	Tom Graham	Graham, Tom	Fernwood Elementary	Classroom
33694	New Request	TV strapped to cart	12-06-2018		Safety		Graham, Tom	Fernwood Elementary	Classroom
33695	New Request	pavement road to SIMS	12-06-2018		Safety	Tom Graham	Contractor, Paving	Salt Spring Middle School	Parking Lot
33696	New Request	pavement in need of work(potholes)	12-06-2018		Safety	Tom Graham	Contractor, Paving	Fulford Elementary	Parking Lot
33697	New Request	Vehicles parking in fire lane	12-06-2018		Safety		Graham, Tom	Gulf Islands Secondary	Parking Lot
33698	New Request	NO Parking FIRE LANE Template being made / Grounds will paint	12-06-2018		Safety	Tony Copeland	Graham, Tom	All Salt Spring Island Locations	Parking Lot