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# REPORT

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***Joint Occupational Health and Safety  
Committee***

- *Minutes of the Joint Occupational Health and Safety Committee meeting  
June 4, 2015.*



**Joint Health & Safety Committee Minutes  
Education Centre  
June 4, 2015 – 9:00 a.m. CST**

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**COMMITTEE MEMBERS PRESENT:** Lucinda Meyers, Mickey Christiansen, Ruth Mackie, Sarah Freeman-Kivimaki, Raymond Roy, Ann Cox, Tamara McLean, Travis Enge, Jeff Wall, Jody Labossiere (videoconference), Mike Krassey (videoconference)

**STAFF:** Nancy Taggart, Recording Secretary

**REGRETS:** Cindy Tysz, Bonnie Stewart, Claudette Scott

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1. Call to order

The meeting was called to order by Tamara McLean, Co-Chair at 9:00 a.m.

2. Approval of agenda

The agenda was approved with the addition of 4h) Designated Worker Alternate.

3. Confirmation of Minutes

The minutes of March 5, 2015 were approved.

4. New Business

a) Review Policy 7.00 Occupational Health and Safety

The Committee reviewed Policy 7.00 Occupational Health and Safety. No changes were noted.

b) Training Day 2015-16 Discussion

The Committee discussed options for the Joint Health and Safety Committee Training Day which will be held in Atikokan in conjunction with the first meeting of the 2015-16 school year. It was decided that the Manager of Plant Operations and Maintenance will contact School Boards' Cooperative Insurance to secure an instructor to train on workplace violence for school boards.

c) Monthly School Workplace Inspection Report

The Committee reviewed the inspection report checklist. All facilities are up to date.



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d) Hazard Identification Summary

The Committee reviewed the summary report for May 2015. The Manager of Plant Operations and Maintenance updated the Committee on each item. Many of the items on the report have been dealt with. It was noticed that there are still work orders being recorded without the work order number on the inspection report.

e) Accident Year in Review

The Committee reviewed the Year to Date Report as well as each monthly report from September to May 2015. It was noticed that the highest rate of Slips, Trips and Falls were reported in January. It was noted that ESPs that work in our facilities and are employed by the First Nations only report incidents to their employers. Therefore, those incidents are not included in these reports. There is a separate process used for non-employees.

f) Joint Health and Safety Members List

The Committee reviewed the updated members list. An alternate for the ETFO-OT representative and an alternate for the principal representative in the Atikokan/Mine Centre area are required.

g) Training Update

Tamara McLean explained that one of her colleagues attended health and safety training in Thunder Bay, provided by OSSTF and delivered by the Occupational Health Clinic for Ontario Workers (OHCOW). Resources provided by the OHCOW were shared and will be sent to the Committee.

Principals were reminded to ensure staff complete the Wellnet Link2eLearning modules.

h) Designated Worker Alternate

After some discussion it was agreed that alternate Designated Workers were not necessary. Inspection times need to be scheduled when the Designated Workers are available.

5. Correspondence

The March 2015, April 2015 and May 2015 Health and Safety Report from the Canadian Centre of Occupational Health and Safety was received and will be posted on the Health and Safety bulletin boards with the Joint Health and Safety Committee minutes from June 4, 2015.

**Heather Campbell**  
Director of Education



**Dianne McCormack**  
Chair

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6. Future Meeting

The Joint Health and Safety Committee will meet on the following dates:

September 10, 2015 which will include the Training Day in Atikokan.

December 3, 2015

March 3, 2016

June 2, 2016

7. Adjournment

The meeting adjourned at 9:35 a.m.