

DOHS Meeting Minutes

SECTION 1: Meeting Information		
Meeting Date/Time:	February 19, 2018	
Duration:	8:45 am - 9:45 am	
Attendees		
	Present	Regrets
Manager	Christine Merner, Colin Roberts, Richard Renault	
CUPE 947	Michael Strong, Kerrie Proudlove	
CUPE 382		Rob Klassen, Anthony McGuire
GVTA	Darren Companion, Carolyn Howe, Darinka Popovic	
ASA		Jeanette Alexander
VPVPA	Paul Stevenson	
Note Taker	Lisa Sharratt	

Business Arising from January 15, '18 Minutes
<ul style="list-style-type: none"> None.

SECTION 2: Review of Violent Incident(s)	
Issue/Concern	Follow-up Needed
The January Violent Incidents Tally was reviewed.	<ul style="list-style-type: none"> CM will bring V.I. data from last year to date, to next meeting for comparison.

SECTION 3: Review of Workplace Incident(s)/Accident(s)		
Incident	Corrective Action(s)	Follow-up Needed
Review of January WPI		<ul style="list-style-type: none"> Review of WPI tally.

SECTION 4: Previous Items		
Note: Keep items on this section each month until marked as CLOSED or COMPLETE.		
Original Meeting Date	Issue/Concern	Follow-up Needed
April 10, 2017	Chemical Inventory Update	<ul style="list-style-type: none"> There are still items that need to be removed from various schools. BC Hazmat will collect the chemicals before end of school year.
May 15, 2017	NEW JOHS members and continuing member training	<ul style="list-style-type: none"> <i>New Members with Outstanding Training:</i> CM held two in-person training sessions. Remaining New JOHS members to complete online training.

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		<ul style="list-style-type: none"> <i>Ongoing Training:</i> Feb 23 & March 9 (for GVTA.) Online training is also an option. <p>CLOSED</p>
June 12, 2017	Exercises for workers who sit most of the day.	<ul style="list-style-type: none"> TABLED
January 15, 2018	Fume Hoods	<ul style="list-style-type: none"> Testing of Fume Hoods in schools is ongoing. CM to advise Admin Fume Hoods will be tested.
January 15, 2018	Bike Storage Amended Motion by CH <i>“DOHS Committee investigate hazardous bike storage in schools across GVSD 61.”</i>	<ul style="list-style-type: none"> An email to JOHS Committees regarding appropriate Bike Storage is pending.

SECTION 5: Review of Inspection, if any

Issue/Concern	Person Accountable	Follow-up Needed
School Inspections		<ul style="list-style-type: none"> None.

SECTION 6: New Business

Note: If an item is not marked as CLOSED move to Section 4 next month to ensure follow up.

Issue/Concern	Person Accountable	Follow-up Needed
Vacuum Excavator	Christine Merner	<ul style="list-style-type: none"> A vacuum excavator has been purchased by the District. CM has drafted safe work procedure. The vacuum excavator will not be used until safe work procedure is complete.
Strawberry Vale Work Refusal	Christine Merner	<ul style="list-style-type: none"> WorkSafe (WS) completed an inspection at Strawberry Vale. WS indicated there was no direct threat to the worker, so not a work refusal per WS. CM reminded the Committee, if there is a work refusal due to a Violent Incident, please let her know.

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		<ul style="list-style-type: none"> • CLOSED
Woodshop	Paul Stevenson	<ul style="list-style-type: none"> • CM confirmed the schools are responsible for addressing shop issues. • If the school is unable to remedy the issue, CM should be notified. • Any requests for Facilities, should be done through a 'Service Request'. • CLOSED

SECTION 7: Working Topics		
Note: If an item is not marked as CLOSED move to Section 4 next month to ensure follow up.		
Issue/Concern	Person Accountable	Follow-up Needed
Theatre Safe Work Procedure	Christine Merner	<ul style="list-style-type: none"> • A draft of 'Safe Work Procedure - Theatre Lighting Hang & Focus/Lamp Replacement' was reviewed.

Meeting Adjourned: 9:45 am
Next meeting: March 12th, 2018