

# DOHS Meeting Minutes

SECTION 1: Meeting Information		
Meeting Date/Time:	March 12, 2018	
Duration:	8:45 am - 9:45 am	
Attendees		
	Present	Regrets
Manager	Christine Merner, Colin Roberts, Richard Renault, Karli Reeve	
CUPE 947	Michael Strong, Kerrie Proudlove	
CUPE 382		Rob Klassen, Anthony McGuire
GVTA	Carolyn Howe, Darinka Popovic, Celestina Azzoni	Darren Companion
ASA	Jeanette Alexander	
VPVPA		Paul Stevenson
Note Taker	Lisa Sharratt	

<i>Business Arising from February 19, '18 Minutes</i>
<ul style="list-style-type: none"> <li>None.</li> </ul>

SECTION 2: Review of Violent Incident(s)	
Issue/Concern	Follow-up Needed
The February Violent Incidents Tally was reviewed.	<ul style="list-style-type: none"> <li>None.</li> </ul>

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

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"> <li>An email will be sent to those schools that still have chemicals that need to be picked up.</li> <li>BC Hazmat will collect the chemicals before end of school year.</li> </ul>
June 12, 2017	Exercises for workers who sit most of the day.	<ul style="list-style-type: none"> <li>TABLED</li> </ul>
February 19, 2018	Theatre Safe Work Procedure	<ul style="list-style-type: none"> <li>CM Has completed a 'Safe Work Procedure - Theatre Lighting Hang &amp; Focus/Lamp Replacement'.</li> </ul>

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		<ul style="list-style-type: none"> <li>• CM is awaiting a written compliance from the WorkSafe Officer.</li> </ul>
January 15, 2018	Fume Hoods	<ul style="list-style-type: none"> <li>• All Fume Hoods in the schools have been tested.</li> <li>• Those Fume Hoods that are not working correctly are not being used, and are being replaced/fixd.</li> <li>• Facilities is aware of the deficiencies.</li> </ul>
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"> <li>• An email to JOHS Committees regarding appropriate Bike Storage will be sent out after Spring Break.</li> </ul>
May 15, 2017	NEW JOHS members and Continuing Member Training	<ul style="list-style-type: none"> <li>• Those New JOHS members who didn't attend one of the in-person training sessions will complete their training online.</li> <li>• CM held two Annual Training Sessions on Feb. 23<sup>rd</sup> &amp; Mar. 9<sup>th</sup>.</li> <li>• Those members still wanting annual training can participate online.</li> <li>• Closed</li> </ul>

## SECTION 5: Review of Inspection, if any

Issue/Concern	Person Accountable	Follow-up Needed
School Inspections		<ul style="list-style-type: none"> <li>• CM to check which schools are outstanding and will send a reminder email.</li> </ul>

## 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
Dogs on the School Grounds	Carolyn Howe	<ul style="list-style-type: none"> <li>• CH concerned about number of dogs on school property during school hours.</li> <li>• CR indicated it is currently up to</li> </ul>

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		<p>individual schools to communicate to community members regarding pets on school property.</p> <ul style="list-style-type: none"> <li>• CM to investigate number of workers injured by dogs on school property, and bring data to next meeting.</li> </ul>
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<b>SECTION 7: Working Topics</b> <small>Note: If an item is not marked as CLOSED move to Section 4 next month to ensure follow up.</small>		
Issue/Concern	Person Accountable	Follow-up Needed
Violent Incident Tally YTD Comparison	Christine Merner	<ul style="list-style-type: none"> <li>• CA is requesting a survey be sent to all GVSD staff members regarding possible barriers to completing Violent Incident Forms.</li> <li>• CM &amp; CR to discuss further before next meeting.</li> </ul>

**Meeting Adjourned: 9:45 am**  
**Next meeting: April 9<sup>th</sup>, 2018**