



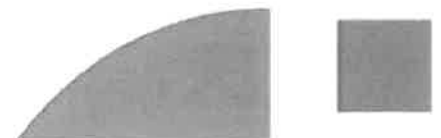
JOINT WORKSITE HEALTH & SAFETY COMMITTEE

AGENDA

September 24, 2024

Sturgeon Composite High School
3:45 PM

1. **Call To Order at 3:45 pm**
Present: Brett Hansen Meagan Kuik Lisa Lacroix
 Rita Raposo Maggie Rushworth Janet Westworth
2. **Welcome new committee members**
Meagan Kuik – Co-Chair
Maggie Rushworth – CUPE Representative
Janet Westworth – ATA Representative
3. **Additions to the agenda**
 - a. No additions
4. **Review of minutes and action items from June 10, 2024**
 - a. Difficult to attend in-person meetings at 3:45 when contract time ends at 3:20. Later meeting time/on line would be better options. Agreed to change meeting location to Central Office.
5. **Approval of Minutes**
 - a. Janet Westworth motioned and all approved
6. **New Business**
 - a. Review Terms of Reference – Rita to send to JWHSC team for review
 - b. **JWHSC Meeting Engagement** – how do we get committee members more involved in meetings?
 - i. School Reps – is training available so they know what is expected?
 - ii. Training course will be available when we launch Public School Works
 - iii. Ensure each school has designated safety bulletin board with updated information including list of employees trained in first aid





- iv. Information will also be shared by Meagan – ATA members; Maggie – CUPE members; Brett - O&M and Facilities; Rita – Central Office
 - v. **Rita and Brett** to assign safety bulletin boards in CO & O&M
 - c. Committee Size
 - i. Agreed to keep current committee size
 - d. Public School Works Implementation
 - i. Introduction and Overview of the program
 - ii. Training for School Health & Safety Reps – 35 minute course which will be released when Public School Works is launched
 - iii. The program has 32 Hazard Assessment forms already developed which will be reviewed by the committee before implementing
 - iv. **Rita** to ask Holli to activate the JWHSC members
- 7. Reports
 - a. Incidents/Injury – we've received 31 incident reports for this school year.
- 8. Worker Concerns
 - a. Classroom Temperatures – MPS Portables – almost 30 degrees in classroom, multiple fans, lights off, closing blinds; - also at RW & SCHS; when this occurs again submit a ticket to Facilities with reason (outside temperature, etc); Facilities will be upgrading some controllers; nothing really to do with those rooms without AC;

Are portable AC units an option? – Lisa to investigate
 - b. HVAC – Cleaning of filters - Exhaust Air Grills in gym at MPS are dirty (picture provided by Meagan) – Brett indicated that these will be cleaned when lift is brought in to do other work in the building
- 9. Next Meeting – November 26th at 3:45 at Central Office – Rita to send invitation
- 10. Adjournment – at 4:26 pm



Employee Co-Chair



Employer Co-Chair

