



APPROVED Health & Safety Committee Minutes

DATE/TIME: February 16, 2016 @ 8:30 a.m.		COPIED TO:	
LOCATION: 450 Scott Street		<input type="checkbox"/> Health & Safety Committee Members <input type="checkbox"/> Chief Administrative Officer & Managers <input type="checkbox"/> Human Resources Officer <input type="checkbox"/> 450 Scott Street Bulletin Board <input type="checkbox"/> OW Office Bulletin Board (A) <input type="checkbox"/> Maintenance Garage (FF) <input type="checkbox"/> Ambulance Base Bulletin Boards: <input type="checkbox"/> Atik <input type="checkbox"/> Emo <input type="checkbox"/> FF <input type="checkbox"/> RR	
CO-CHAIRS: Ed Carlson and Robin Pollard			
PRESENT: Robin Pollard, Trevis Penney, Greg DeGagne, Dan McCormick, Ed Carlson			
REGRETS: Chris Jodoin		GUESTS: None	
AGENDA ITEM	DECISION/ACTION	RESPONSIBILITY	DUE BY:
1) Call to Order	The meeting was called to order by Ed Carlson @ 8:35 a.m.	Co-Chair	N/A
2) Approval of Minutes	The Minutes of the December 10, 2015 meeting were reviewed and approved. Motioned by Robin and seconded by Greg. Carried	N/A	N/A
3) Business Arising from the Minutes	< Deceased Person Procedure: Tabled to the next meeting.	Dan	Next Mtg
	< Level 2 Certification Training: JOHSC Members and management staff attended Level 2 Certification Training on February 9 & 10, 2016. Members expressed their positive feedback on the training. A few items were clarified and any questions were answered by the CAO.	N/A	N/A
	< Inspection Schedule for 2016: Ed Carlson will prepare an Inspection Schedule for the new year and disseminate it to the members.	Ed	ASAP
4) New Business	< Ontario Regulation 381/15, Noise: Members were advised that there have been changes to the Ontario Regulation 381/15 and were provided with a copy of the document. It was noted that the regulation comes into force effective July 1, 2016. Discussion was held regarding the requirements for ear muffs as opposed to ear plugs.	N/A	N/A
		Dan	

<p>5) Regular Reports</p>	<p>5.1 Employee Incident Reports</p> <ul style="list-style-type: none"> ○ 2015-24 – Employee slipped on ice and injured lower back. No aid, no medical attention, no lost time. The JOHSC concur with mgt response and have no further recommendations. ○ 2015-25 – Employee was walking and slipped on the floor and pulled back and neck. No aid, no medical attention, no lost time. The JOHSC concur with management response and have no further recommendations. ○ 2016-01 – Employee was walking down snow covered stairs and slipped and fell. No aid, no medical attention, no lost time. We will consider training staff on different purposes of soft/hard soles on shoes. ○ 2016-02 – Employee was transpiring a patient from a stair chair to stretcher and experienced lower back pain. No aid, no medical attention, no lost time. The JOHSC concur with mgt response and have no further recommendations. 		
	<p>5.2 JOHSC Inspections</p> <ul style="list-style-type: none"> ○ Atikokan Base (Jan/2016): One light out in garage and new fire extinguisher tags are needed. 		
<p>6) Special Reports</p>	<p>6.1 Special Reports</p> <ul style="list-style-type: none"> ○ Vehicle Accident - Employee pulled vehicle out of garage and backed into a pole. ○ Three (3) Electrical Safety Authority Reports were provided, as follows: Fort Frances Base: Bay #2 cord and bay #5 cord. Rainy River Base: Weather proof covers will not fit this location. Ed to check with the inspector for solutions. Emo Base: No issues. 		

7) Other Business	<ul style="list-style-type: none"> • Members were provided with information on the following items: <ul style="list-style-type: none"> ○ <i>Could you Help a Heart Attack Victim?</i>, Safety Talks for Safe Supervisors, February, 2015. ○ <i>The Environment and Your Health and Safety</i>, Safety Talks for Safe Supervisors, February, 2015. • It was suggested that a stationary bike might be useful to make individuals more active in the workplace and help decrease injuries. 		
8) Next Meeting	The next meeting to be held at 450 Scott Street on May 3, 2016 at 10:00 a.m.	N/A	
9) Adjournment	The meeting was adjourned at 9:45 a.m.	N/A	

March, 2013