

Joint Health & Safety Committee Meeting #178

Wednesday January 11,2023

Microsoft Teams

1:30-4pm

Meeting Minutes

Chair- Cheryl Bourque-Turner/ Minutes - Heather Grimes

Present: Meigan Tindall, Heather Grimes, Sandra Livingstone, Joan Beauregard, Rodrigo Arango, Chris Bell, Cheryl Bourque-Turner, Cindy Moir

Regrets: Jason Thornton (not permitted to join late due to quorum), Michele Williams McNeil, Jodie Lind

1. Call to Order- 1:32pm
2. Approval of Agenda- add: 177.4 Asbestos Awareness
Other business follow-up-Emergency Preparedness plan
178.5 Roles and Responsibilities of Site Reps
178.6 Illegal/Legal drugs

3. Approval of Previous Minutes (Mtg# 177- November 9, 2022)- approved

4. Business Arising from Previous Minutes

162.1- COVID-19 Process for JHSC-ongoing-update-Additional IPAC Champion training was held in November 2022. Supervisors attended as well to help ensure IPAC practices are followed. An additional session that was to be held in December 2022 was postponed.

166.2 - 2022 Committee Goals/Recommendations -

Site Rep Training - one in North, one in Guelph -two dates have been set for April 2023. Save the date notices will be sent out to site reps, back-up reps and Supervisors(coverage). Brainstorming took place regarding the agenda for the training-roles and responsibilities, H&S board and addressing trends that would be helpful. List of items to be sent out to committee members to prepare for the sessions.

172.1- Health & Safety Policies 2022 for review- G180 and G190-has been updated and reviewed by committee. Also reviewed by SLT with some feedback to be followed up on. SA 34 Infection Prevention Handbook has been updated to provide more detail.

176.1-Violence in the Workplace Survey (December 2022)- an agency overview of the results was provided. 72 % receiving the survey, completed it. Report to be generated for follow-up since this survey was mandatory and several reminders were sent out. It was suggested that next year, Supervisors receive a report ahead of time to ensure follow-up. Next steps: Supervisors will receive site specific results of the survey to do follow-up and provide recommendations. JHSC will then review all of the results and recommendations and determine trends and further follow-up needed.

177.3- Training for DSP's to become site reps-committee is working on a document for training new site reps to understand how to conduct workplace inspections. In addition, a roles and responsibilities document is being reviewed and revised. Both of these documents will be sent to the committee for review.

177.4 Asbestos Awareness- an Asbestos Management Control document (G320) has been developed and posted as an action item addressing the concerns raised at Holody Home outlined in the previous minutes. A designated substance survey (SA 44) will be completed and posted at each site older than 1986. All committee members will be required to attend Asbestos Awareness training in order to gain knowledge on the subject and be a resource. A link will be sent out to complete the training. As a follow-up to the concerns raised at Holody Home, a professional from LEX Scientific with 30 years' experience attended a meeting where staff had the opportunity to have their questions answered. A summary of the meeting was provided to those in attendance and the rest of the Holody Home team who were not present.

Other Business/Info-Emergency Preparedness Plans (SA20) have been updated and sent out to all Supervisors to document the back-up sites and post in the home.

5. New Business

178.1- 2023 Committee Goals and Recommendations- goals related to the following topics will be summarized and forwarded to SLT in the form of recommendations:

- Violence in the Workplace trends
- Asbestos Awareness
- Bed bug Education
- Psychological Health and Safety

178.2- Bed bug committee- bed bugs have been an issue at some sites lately. CLGW does not currently have a policy or procedure on how to prevent, detect or follow-up on bed bug issues. A committee has been formed to develop best practices in the prevention and containment of bed bugs. This will benefit everyone to be knowledgeable on how to deal with them at the sites and not take them home.

178.3- Policy Review for 2023 -to be sent out after the meeting. Health and Safety forms will also be reviewed.

178.4- Food Allergy Policy-question was raised about the need for a food allergy policy and what guidelines should be in place for when an employee has a food allergy. The committee will look at current policies (Scent free and Accommodation) to see if a section on allergies could be inserted in either of those.

178.5- Roles and Responsibilities of Site Reps-see 177.3


178.6- Illegal/Legal drugs- concerns have come up recently about what ifs of PWS having drugs on them. Risk to DSP's in the homes – drugs not allowed on CLGW properties, have a contract with PWS about this – call police (not 911) to come and remove if discovered. Risk to DSP's if driving and are pulled over by police. Driver has to have knowledge of the drugs being in the car to be in trouble.

6. Monthly Inspections and Inspections Concerns – No concerns- Just a reminder that it is recommended that workplace inspections be completed by the site rep by the 20th of month to ensure it is received by the Supervisor, Manager and JHSC worker rep by the end of the month.
7. Workplace Accident & Injury Reports/Hazard Reports/Violence in the Workplace Reports- documents have updated in SharePoint-a summary was provided of occurrences since last meeting. One site in particular had several VWP reports over past few months. Currently environmental and medical options are being explored.
8. Review of Rep List – next meeting
9. Other Business/Info -none
10. Adjournment – 4 p m

NEXT MEETING: March 8, 2023 1:30 - 4pm via Teams
(Chair- Jodie Lind; Minutes- Chris Bell)



Cheryl Bourque-Turner (co-chair)



Jodie Lind (co-chair)