

HEALTH SAFETY AND WELLNESS COMMITTEE MEETING

Wednesday, 11 October, 2023

VINTA – 4:30 pm

-Minutes-

Attendance:

Kevin McGhee	PHSS
Keon Birney	PHSS
Robyn Gordon	PHSS

1. Call to Order. Kevin McGhee, Chair: 4:39 PM
2. Review/adoption of agenda dated 11 October, 2023.

MOVED: Gordon/Birney

That the agenda dated 11 October, 2023 be adopted as circulated.

CARRIED

3. Review/adoption of minutes dated 12 April, 2023.

MOVED: McGhee/Gordon

That the minutes of 14 June, 2023 be adopted as circulated. **CARRIED**

4. Business:

a) SURT options

The committee went over the available SURT options included in the package and chose: Violence in the workplace and Violence Prevention. They requested that it be in person if possible or that they assemble as a group to do it virtually so that they can discuss things.

b) Walkthroughs

Walkthroughs should be done during class time

PHSS has completed classroom walkthroughs but still other areas need to be completed. It was noted that many of the classrooms were missing the fire route maps.

c) Monthly meetings

Ensure that the meetings happen, after completing the meetings remind them to send the minutes to the tach-hand site and that an emailed copy should be sent to committee to review. The minutes should be posted in the staffroom, 3 months should be posted and keep them the most recent first. Work safe requires 3 months to be posted at a minimum.

d) Webpage

Link to online tool, fill in the boxes and send also print off a copy for school board and yourself. Link to 6a Downloadable form. Link to HS&W Manual. Link on How to refuse unsafe work. Safety plans for Adults- Ask Jason to ask district about this first and ask Shawn for advice as he has done this before and my still have a copy to work with.

e) Intramural Sports

A teacher will be covered if they are injured playing intramural sport, the coverage may be delayed due to clarification on the situation.

5. School Reports:

Nothing to discuss at this time.

6. Any Other Business:

Do not forget Health, Safety and Wellness evaluation in May to discuss at June meeting.

7. Adjournment 5:00 PM

MOVED: Gordon

That the VINTA HSWC adjourn this meeting.

CARRIED