



MINUTES OF THE COUNTY HEALTH AND SAFETY COMMITTEE

August 28, 2012

A quarterly meeting of the County Health and Safety Committee was held in the Frontenac Room of the County Administrative Office, 2069 Battersea Road, Glenburnie on Tuesday, August 28, 2012 at 2:00 PM

1. WELCOME

In attendance: Bonnie Carter, Gale Chevalier, Julie Shillington, Krista Vandewal, Campbell Dailey, Paul Charbonneau, Lisa Goodberry

This meeting was called to order at 2:05 pm

2. ADDITIONS TO OR DELETIONS TO THE AGENDA

3. ADOPTION OF PREVIOUS MEETING MINUTES

Meeting Minutes for February 21, 2012

The meeting minutes for February 21, 2012 were adopted by Julie and seconded by Campbell.

4. DELEGATIONS

5. COMMUNICATIONS

6. ONGOING BUSINESS

a) Designated First Aid Provider Requirements- PC/ JS

This topic is ongoing. Julie will take this to the meeting next Tuesday.

b) Bill 160- BC

This topic is finished. County Health and Safety Policies will be addressed and Bonnie was looking at the approved trainers for certification.

Action Item: County Health and Safety Policies will be addressed in the policy on policy line up.

c) Physical Environment Risk Assessments- BC

Bonnie advised these will need to be redone. FMT and the Old House are finished. FPS, the Annex and Marine Services will need to be looked at. It was decided to use the black chairs that were in the County Boardroom

Action Item: Bonnie to set up back to back meetings to review.

7. BUSINESS ARISING FROM THE MINUTES

a) Policy Review- PC/JS

This item is still outstanding. Julie has not seen the signed off portion.

Action: Bonnie, Julie and Paul to meet and discuss. Jennifer to arrange

8. NEW BUSINESS

a) Portable Radio for the Old House- JS

The portable radio will be changed to the Old House and one will be ordered for the Old House.

b) Scent Awareness -JS

Julie advised there have been some staff members address the scent of flowers. The scent awareness policy was created. What sensitivities may be sore throat, etc? Policy states we will be educated to what products will affect others. Look at future products, carpet cleaners, scented soaps, etc. For Fairmount it is hard to go scent free. Bonnie agrees there should be some sort of policy. Paul advised we could be asked to do a total scent free policy, so this is a good start. Julie advised for now it is up to the staff member to come to them and advise of any issues. This committee makes the motion to agree that the scent awareness policy be adopted. Gale moved, Krista is seconding. This will need to go through the policy on policies.

9. STATISTICAL UPDATE

The committee is aware that lost time injuries are high at this time. Fairmount needs to focus more on follow up and Julie advised that this needs to be looked at more in depth and what the process looks like for discipline. Fairmount has done remedial work, but now they have begun disciplining.

ETS has yet to discipline for this and are currently doing remedial training.

Bonnie asked if she should be bringing stats to the meeting and the consensus was yes.

Action Item: Bonnie will bring the stats to future meeting

10. QUALITY MANAGEMENT INITIATIVES

Supervisor's role and responsibility ongoing.

11. OTHER BUSINESS

12. CONFIRMATION OF TIME, DATE AND LOCATION OF THE NEXT MEETING

The next meeting will take place November 27 at 2:00 PM in the FPS Boardroom.

13. ADJOURNMENT

This meeting was adjourned at 2:33.