

Joint Health & Safety Committee

Meeting Minutes

Thursday, Dec 14, 2017

13:00 | Leamington Boardroom

Employer Present: John Fast, Jean Pierre Bacon, Denis McFarlane, Tyson Brohman

Employee Present: Dan Suvajdzin, Dan Pickel, Miguel Restrepo, Mike Lacroix, Dave Kfrerer

Guests Present: Chris Grant, Ian Nash

Regrets: Dave Jacobs, Renee Murray

Meeting Chair: John Fast for David Jacobs

Secretary on record (minutes): Crystal Sylvestre

Meeting called to order: Mike Lacroix **Second:** Denis McFarlane

Time: 1315 hrs. | **Quorum present**

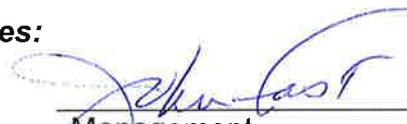
Agenda Item #	AGENDA TOPIC	ACTION REQUIRED	ASSIGNED TO / PER
	NEW BUSINESS		
1.	<u>2018 Station Inspectors</u> An email will be sent to all Committee members to sign up for station inspections for 2018. Committee members are asked to respond within one week.	Send email to Committee members.	John Fast
2.	<u>2018 JHSC Meeting Dates</u> Meetings will be held at 0900 on the following dates: March 22, 2018 Tecumseh Boardroom June 14, 2018 Civic Centre Training Room September 20, 2018 Leamington Boardroom December 13, 2018 Tecumseh Boardroom	NO ACTION REQUIRED	

Agenda Item #	AGENDA TOPIC	ACTION REQUIRED	ASSIGNED TO / PER
3.	<p><u>JHSC Terms of Reference Annual Review</u></p> <p>The committee reviewed the Terms of Reference (TOR) as required. The following changes were made:</p> <ol style="list-style-type: none"> 1. Add 'local municipal bylaws' to the Mission Statement. 2. Amend the Inspections schedule to 'by the 15th of the month' rather than the 'third Tuesday' to reflect current practice. 	Amend TOR and prepare for signature by Co-Chairs.	Crystal Sylvestre Dan Suvajdzin David Jacobs
4.	<p><u>New Members</u></p> <p>Union: Brad Hart and Dustin Anderson Management: Micheline Cornellier</p> <p>New members will require Part 1 and 2 training prior to becoming active members.</p>	Send new members for training.	Chris Grant Ian Nash
5.	<p><u>Base Pager Testing Update</u></p> <p>Brian Fedak (MOH Windsor Communications), Ian Nash, John Fast, a member of the MOH from London and Kelcom attended every station to perform decibel testing on every speaker. Any speaker that were found to be above 85 decibels were lowered. The findings were recorded. Brian Fedak will attend the new Dougall station and the post at CR 11 and 12 when they are ready to test the equipment.</p> <p>Ian: There is conversation amongst OAPC, MOL and CUPE to write letters requesting the MOH change the paging systems to a ramp up system. Hopefully all groups get on board with this in the future.</p>	Test new station and post when they become available.	Chris Grant to coordinate with MOH.
6.	<p><u>Pelee Island Station Update</u></p> <p><i>Copy of the Pelee Island Station inspection from November 2017 distributed for review.</i></p> <p>The outlet above the kitchen sink does not have a GFI. The wiring configuration does not allow EWEMS to retrofit this type of plug. The group suggests removing the plug all together.</p>	Remove plug above kitchen sink.	Chris Grant
7.	<p><u>Base Inspection Action List</u></p> <p><i>Copy of the Station inspection action list from November 2017 distributed for review.</i></p> <p>Amherstburg – The emergency lighting by the phone in the crew room may have a testing switch issue. It operates properly when unplugged but not when testing</p>	<p>Aburg: Contact emergency lighting repair company to look at switch.</p> <p>Dougall: Schedule JHSC</p>	Chris Grant JHSC Inspectors

Agenda Item #	AGENDA TOPIC	ACTION REQUIRED	ASSIGNED TO / PER
	<p>buttons is pressed. This indicates the battery is ok and the unit would operate as required during a power outage.</p> <p>New Dougall – Expecting to move in the end of January. JHSC will walk through prior to moving in.</p>	walk through when available.	
8.	<p><u>Eye Protection Options</u></p> <p>At Designated Officer training it was suggested that services offer their staff the most comfortable eye protection allowable to encourage staff to wear their eye protection as frequently as possible to prevent the spread of disease. Something less bulky than our current stock may be used more frequently. Group voted to investigate options that comply to Equipment Standards.</p>	Investigate protective eye wear options and pricing.	JP Bacon
9.	<p><u>Fire Extinguisher Inspections</u></p> <p>JHSC Inspectors should be checking Fire Extinguishers and Emergency Lighting systems during monthly inspections. A hired inspector is required to check these systems annually and make any replacements or repairs. Group discussed the proper way to check these devices.</p> <p>Extinguishers in units are inspected annually during vehicle safety and should be checked by crews during vehicle pre-trip.</p>	Amend inspection sheet to include Fire Extinguishers and Lighting checked.	Crystal Sylvestre
10.	<p><u>Kooltron</u></p> <p>Memo sent recently to remind staff of the code for the Kooltron units. How the units are being used will be reviewed to determine if they are required pieces of equipment.</p>	NO ACTION REQUIRED.	
11.	<p><u>Reflective Striping</u></p> <p>It was confirmed by Carleton Uniform that our uniform pieces do meet the revised CSA standard.</p>	NO ACTION REQUIRED	
12.	<p><u>Safety and Awareness Theme for January 2018</u></p> <p>The JSHC was requested to provide a safety topic to become the theme for January 2018.</p> <p>Oxygen tank security is a concern to the group and would be a good topic to remind staff about. Ian has a video of insecure equipment in a vehicle collision.</p>	Share video with group.	Ian Nash
13.	<p><u>Health and Safety Manual</u></p> <p>Miguel and Dan Pickel will review the manual.</p>	Send manual to Miguel and Dan P to review.	Crystal

Agenda Item #	AGENDA TOPIC	ACTION REQUIRED	ASSIGNED TO / PER
14.	<p><u>D-tank Covers</u></p> <p>The covers are missing on many of the D-tanks and the tanks are being carried by the regulator. Dan P will begin to collect and redistribute bags to all units.</p> <p>It is important to remind staff that it is their responsibility to keep safeguards in place.</p>	Redistribute D-tank covers.	Dan Pickel
15.	<p><u>M Tank Storage</u></p> <p>Tanks are being put away without the carts. Include this in January 2018 inspection.</p>	Safety and Awareness Theme for January.	Chris Grant
16.	<p><u>CR 11 and 12 Post Update</u></p> <p>This post has been cleaned and lighting has been addressed. Just waiting on doors to be repaired and then the JHSC can inspect.</p>	Inspect post once available.	Chris Grant Ian Nash
17.	<p><u>Mercer Alley Traffic Calming Measures Update</u></p> <p>The City has pointed responsibility for the alley back to EWEMS. Speed bumps and signage are being considered.</p>	NO ACTION REQUIRED	
18.	<p><u>Snow Removal</u></p> <p>Entrances and gas pumps were missed at Leamington station during this last snow fall event.</p>	Communicate with contractor about missed areas.	Chris Grant
19.	<p><u>Station Cleaner</u></p> <p>Cleaning staff are not washing the floors.</p>	Communicate with cleaner about floors.	Chris Grant
20.	<p><u>CO Monitors on Defibs</u></p> <p>CO monitors have been ordered. They are expected to be delivered before the New Year. Policy and procedure need to be developed prior to distribution of equipment to all front line vehicles. Update check sheets.</p>	Develop Policy and Procedure.	Chris Grant
21.	<p><u>Motion to Adjourn</u></p> <p>Motion to Adjourn: Tyson Brohman Second: Mike Lacroix</p>		
22.	Adjourned 1456		

Approval of Minutes:



 Management
 John Fast



 Union
 Dan Suvajdzin