

**Distribution List:
PLEASE POST**

Duane Little
Dave Henshall
Richard Frost
Tisha Boulter
Alison Bain
Jude Shugar
Dawn Sawchuk
Jacob Hall
Janice Shields
Angie Gray
GISS, SIMS, SSE,
Fernwood, Fulford,
Phoenix Elem,
Phoenix Place,
Galiano, Mayne,
Pender, Saturna,
Maint Shop, SBO

**Gulf Islands School District No. 64
District Joint Health & Safety
Committee
Minutes
December 17, 2019
SBO Boardroom**

Present

Duane Little (OHSS & Chair Person)
Richard Frost (Admin Rep)
Alison Bain (Teacher Rep & Chair Person)
Janice Shields (CUPE Rep)
Dawn Sawchuk (Recorder)

Absent

Jude Shugar (P/VP Rep)
Angie Gray (by phone)
Tisha Boulter (School Trustee Rep)

Meeting Called to Order: 2:43pm

REVIEW

Agenda – Accepted

Review Previous Minutes – Accepted

Injury and Near Miss Summary Review – One item Duane will followup with Doug.

Action List Work Orders Review – Up to date.

BUSINESS

- **Align JHSC Constitution to the JHSC Rules of Procedure (Feb 15,2020)** – moved forward
- **Get another maintenance rep (Jan 14, 2020)** – review next meeting
- **Implement reporting system for worksites (Jan31, 2020)** – possible City Reporter
- **Prepare variance request to use one JHSC for SD64 vs. one per site with 20 or more employees (Feb15,2020)** – Duane will prepare
- **Clarify incident reporting/form process (Feb15, 2020)** – moved forward

Meeting Adjournment: 3:26pm

Next Meeting: January 14, 2020 SBO Meeting Room 2:30pm