



## JOINT HEALTH & SAFETY COMMITTEE

### Report for CUPE Local 997 Regular General Meeting Saturday, October 16, 2010

CUPE Local 997 Certified Representatives:

Herb Pounder  
Bobcaygeon P.S.  
Custodial/Maintenance  
City of Kawartha Lakes

Irene Redwood  
Huntsville High School  
Educational Assistants  
District of Muskoka

Lynn Raback  
CUPE 997 Office  
Office, Clerical, Technical  
Haliburton County

**Alternates:**

Dan Daynes

Debbie Gillan

Tracey Benson

The TLDSB Joint Health & Safety Committee met at Archie Stouffer E.S. on June 9, 2010 for the final 09 – 10 meeting. Meeting dates for 2010 – 2011: September 22, 2010, November 10, 2010. February 16, 2011, April 20, 2011 and June 8, 2011.

The Minutes of the Joint Health & Safety Committee are available on TLDSB's First Class – from your First Class access Staff Lounge – in Staff Lounge is the Health & Safety Conference. A copy of all Health & Safety Procedures are also available in the Conference Site.

“Worker Representatives” on the Joint Committee are as follows:

3 – ETFO (Elementary Teachers' Federation)

3 – OSSTF (Ontario Secondary School Teachers' Federation)

3 – CUPE Local 997 – Custodial/Maintenance; Office, Clerical, Technical Staff and Educational Assistants

The Board representatives on this Committee include:

Superintendent of Business – Bob Kaye

Senior Manager – Human Resources – Wilma Lynch

Senior District Plant Manager – Craig Young

Principal, Monck P.S. – Paul Goldring

Vice Principal, Haliburton Highlands S.S. – Irv Sternberg

The CUPE 997 Representatives are:

Herb Pounder , Irene Redwood and Lynn Raback

Each of the “worker representatives” has received training as a “Certified Joint Health & Safety Committee Member” and each representative has an “alternate” who is also certified. Our alternates are Dan Daynes, Debbie Gillan and Tracey Benson.

There is a “Worker Co-Chair” and “Employer Co-Chair” ... the position of “Worker Co-Chair” rotates between each of the bargaining agents – i.e.: one year it is an ETFO representative; one year OSSTF and one year CUPE.

Given TLDSB's large geographic area the worker representatives are assigned by “geographic area” and each of the “worker representatives” has an assigned group of schools.

At the beginning of each year ETFO, OSSTF and ourselves review all TLDSB worksites and determine which worksites will be assigned to which of the 9 “Worker Representatives” and additionally determine which “bargaining agent” will be responsible for assigning a “Worksite Representative”. The goal is to ensure each of ETFO, OSSTF and our CUPE Local have divided the worksites equitably. In some schools the worksite representative will be a CUPE member, in some an ETFO member and in some an OSSTF member. Each of the bargaining agents has also assigned each of the worksites with a “Union Representative”.

We extend thanks to all our Worksite Representatives.

Training for new Health & Safety Representatives is scheduled for October 28<sup>th</sup>. This training is also extended to any site rep that would like to complete it again (a refresher course).

**\* A Reminder ..... Complete the Forms!**

**Incident/Accident Form**

If in doubt .... fill out! Check out the Fact-Information Sheet posted on the CUPE 997 web site – [www.cupe997.ca](http://www.cupe997.ca) – Member Resources – Fact-Information Sheets – Incident/Accident Reporting.

As per Feb 12 08 Kerrie Wright Memo to Principals, Vice Principals and Secretaries – “For your clarification, incidents of student aggression (biting, scratching, kicking, etc.) towards staff must be reported by completing an Incident / Accident Report and subsequent Principal Investigation Report, even when there is no lost time or medical treatment. Please make your staff aware of this reporting requirement.”

**Safety Concern Form**..... should you have a Health & Safety concern that has been identified and has not been resolved – there is a Procedure and form which should be completed. The Principal/Supervisor is responsible for responding, in writing, to your concern. This information is forwarded to the Members of the Joint Health & Safety Committee and should your concern not be addressed this issue then comes forward to the Committee for discussion and possible recommendation to the Board. The Safety Concern Form is available on First Class – from your Desktop – TLDSB Infobase – Forms – posted 25/09/03.

**\* Check it Out – [www.cupe997.ca](http://www.cupe997.ca) – Web Links – Health & Safety Issues**

Don't hesitate to contact a 997 H & S Representative should you have any questions re this information or “workplace safety concerns”.

“Be it resolved the Joint Health & Safety Committee Report be received.”

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