

# Calgary Progressive Lifestyles Foundation

## Occupational Health and Safety Committee Meeting Meeting Minutes: December 10, 2024, 0900 hrs

<b>Management Members present:</b> Penny Tataryn (Case Manager) Colin Chambers (Case Manager) Tammy Bent (Case Manager)  <b>Co-chairperson:</b> Penny Tataryn	<b>Worker Members present:</b> Ewurabena Sackey-Forson (trainer) Dora Mejia (admin) Sharon Kwan (Supportive Roommate/Community Access Worker)  <b>Co-chairperson:</b> Dora Mejia (admin)
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### Adoption of minutes of last meeting:

None

### Reports

First Aid

No first aid reports

Staff incident reports since last OHS meeting

Sept 28 ~~Quang~~ aggressive CPI hold: staff will be recertified CPI hold in January; there is a plan and process.

Sept 30 ~~Quang~~ removed seat belt, attempted strike, injured staff finger & pulled staff glasses: usually a chill guy. ~~Quang~~ had a psychiatrist appt. No changes will be made to the medication as his psychiatrist will not know what the effects are going to be as ~~Quang~~ is going to Vietnam on Dec 2 for 4 months. Will leave as is and when ~~Quang~~ gets back from Vietnam then he can go see the psychiatrist. Quang knocked out the lens out of the glasses but the lens got popped back into the frame. ~~Quang~~ knocked staff's jaw so hard that one of the filling in the tooth fell out and there was so much swelling the dentist could not put the filling back until the swelling went down. ~~Quang~~ is in Vietnam now. ~~Quang~~ is remorseful. He is capable of violence and once he crossed this line he can do it again. While in the car and the staff was driving ~~Quang~~ physically assaulted the staff to the point he was injured. ~~Quang~~

willingly became physically violent, staff did not trigger him. Could have killed the staff, himself or someone else in another car if this resulted in an accident. We need to do something to protect the staff and the public. A restrictive is required: seatbelt lock? Or travel with another staff? Staff not transporting Quang – apply for Calgary Access?  
Follow-up.

Nov 5 [redacted] physical aggression and threats: baseline behavior, happens 4 – 5 times a year, looking to get hugged. She will fake kick, fake punch someone so she is put into a hold for 15 minutes. Veena thinks it is a sensory thing, attention seeking. Nothing ordinary out of this incident. Complex need, 3:1 staffing ratio, regular refresher CPI.

Nov 13 Leah assaulted staff, property and stole staff's shoes; police involvement: on Fentanyl, meth. Will staff's shoes get reimbursed? Leah broke security camera, other things, will need to figure out what is most important to pay for right now; paying for the shoes are on the bottom of the list as per Case Manager. Staff was assaulted, property was stolen and damaged (shoes) and she is at a loss for it, \$120. OHS perspective staff should get compensated for the loss. When police showed up and asked if staff wants to press charges staff said no. Staff has worked with Leah a very long time, not afraid of her; the whole team had a meeting, debriefed with Leah, everyone on the same page. This is the cycle of Leah and staff are willing to continue to work with her. Leah is mostly out and about and will return when she is in a withdrawal and then off again. Staff accepting the risk and know what they are into. Staff are not dealing with this everyday as Leah pops in once in a while. During the debriefing staff were reminded to call CPS if they feel unsafe or if things escalate.

Recommendation: shoes need to be compensated.

Nov 27 Blossom accused assault and attempted assault. False accusations from Blossom regarding staff hitting her. CM confirmed staff is still comfortable working with her.

Potentially Serious Incidents

None

Serious Incidents

None

Internal Inspections

First aid and Fire extinguishers are ok.  
Some of the issues are the same as 3 months ago: lighting, cable management. No hazards, a lot of issues have been fixed.  
Some people have been asking about the chemicals for men's toilets: need a stronger chemical, bleach? Pods to put in the toilet?  
Penny's recommendation from last meeting of putting water in the drain to eliminate the smell has been working well.

Other OHS inspections or Reports

Penny performed MSI inspections at ~~Anthony's~~ home on October 31 and November 15 due to staff concerns with transferring ~~Anthony~~ in a Hoyer lift. This got resolved. With hospital beds keep in mind they do move up and down. Stuff was taken out from under the bed so the Hoyer lift was able to go all the way under the bed. ~~Anthony~~ will be going for surgery so she will be fixed or how long she would be able to be adequately supported with her issues in a support home. People with chronic wounds are not easy.

Training and Education

If anyone requests more training, they may indicate this.

## Old business

Safe Chemical Use policy – it's still on Penny's list to work on finding all the Safety Data Sheets. She would like to work on this in the new year with another committee member. The OHS Officer said that we should start with the most used chemicals and work down.

Fire drill – recommendation regarding this on the last set of recommendations to the management.

## New business

No formal response from Management to our last set of recommendations. Let's review again.

Inclement weather – need more guidelines. Last time we had bad weather, Tammy called Penny and Colin and said weather was icy and foggy, admin staff did not come to the office the next day. Neal said to Irela to go ahead and follow

OHS's instructions. Irela said it was icy but there was not as much snow as we recommended was needed to shut down the office. We are looking for something standard that we can follow. We discussed this during the summer when icy and dangerous road conditions are not present. Penny updated the recommendation to include when icy and/or dangerous road conditions are reported.

Recommendation: we will put this recommendation forward again.

Fire marshals – designated fire marshal needs to know who is in the office each day. Dora who is at the office a lot would know who is and is not at the office.

Irela was the fire marshal for HR, and she does not want to do it anymore. Perhaps Keith can do it since he is in the office daily?

Recommendation: we do need fire marshals for the other areas.

Savana Cormack made a new meeting minute template for us with the new CPLF branding.

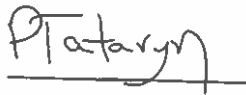
We should have an updated emergency plan for the office. We have the required first aid kits. The Emergency Plan could be added to the Fire Plan.

Sharon Kwan has resigned from the committee. The group said goodbye to Sharon. Any ideas of another OHS

member? Penny has an idea; she'll see if a part time employee in university would be interested.

Next meeting: should be March 2025 but need to find another member before we can book it

Reviewed by:



Penny Tataryn  
Co-chairperson



Dora Mejia  
Employee Co-Chair