

March 6, 2025 Meeting Minutes

Occupational Health and Safety Committee Meeting

Management Members Present:	Penny Tataryn (Case Manager) Colin Chambers (Case Manager) Tammy Bent (Case Manager)
Co-Chairperson:	Penny Tataryn (Case Manager)

Worker Members Present:	Ewurabena Sackey-Forson (Trainer) Dora Mejis (admin) Aurinca Nishimwe (CRW)
Co-Chairperson:	Dora Mejis(Admin)

Adoption of Minutes of Last Meeting:

The office needs an emergency plan to go with the fire plan

Reports

First Aid:	None
Staff Incident Reports Since Last OHS Meeting:	<p>Dec 22 – Individual M snuck man into her bedroom</p> <p>Dec 27 – Individual M brings man (known to support team) into house – ask Case Manager *** if cameras or alarms have been considered or would be approved by the OPG.</p> <p>Jan 16: Individual F aggressive, grab, hit spit – agreed to waiting to see if the behavior happens again, the plan is to inform client of their daily activities in advance.</p> <p>-Jan 20: Individual S guardian racially motivated comments – OHS recommended, and management has sent, a formal note to the guardian saying that we don't accept that type of behavior, beside that there's no more we can do</p> <p>-Jan 29 Individual N assaulted staff with fist, walker: Aurinca worked with this client, she tried to hit but presents as pleasant over-all. It's not hard to get away from her, she appears slow and not strong. We will wait to see if there are more incidents, Penny was told they are working on a safety plan.</p> <p>-Feb 3 Individual D physical aggression CPI hold: we can't do more about this as the client already has 2 workers at any time.</p> <p>-Feb 4 Individual L vehicle accident: It was just an accident, the roads were bad/icy. It was no one's fault and just one time accident.</p> <p>-Feb 5 Individual M spat on staff pant leg and shoe and made a false allegation: This</p>

	<p>was a temp staff which Individual didn't like, now she has a permanent staff. We'll wait to see if there are more incidents.</p> <p>-Feb 11 Individual B yelling/heavy backpack: ask that the Case Manager to do a MSI hazard assessment regarding lifting and moving the backpack.</p> <p>-Feb 11 Russel C aggressive in the community and vehicle: Ask for a clearer plan for driving support.</p>
Potentially Serious Incidents:	None
Serious Incidents:	None
Internal Inspections:	The inspection of offices went well, no issue reported
Other OHS Inspections or Reports:	None
Training and Education:	None

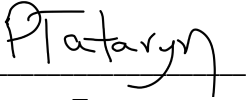
Updates

Old Business:	<p>-Safe chemical use policy needs to be reviewed and done.</p> <p>-No further follow up from OHS on Work from Home policy as no concerns about current process.</p> <p>-No formal response from management to our last set of recommendations - this was reviewed and there are no outstanding issues.</p> <p>-Issue with Individual M shoes cleared. The shoes were found in the snow and given back to the staff who as per CM *** said they didn't want compensation.</p>
New Business:	<p>-We need to clarify who are the fire/emergency marshals for all of the offices. One from finance and one from training could alternate and handle both, one from the main and one from HR could alternate and handle both.</p> <p>- We will make an emergency plan for the new office</p> <p>-Inclement weather policy was reviewed, OHS now decides about inclement weather: this was approved and nothing else to follow up</p> <p>-CM request for a standing desk device was approved by Neal. CM will buy it and send the receipt to get a refund.</p>

Final Notes

Next OHS Meetings:	June 12th, 2025 at 1:30 pm
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Meeting Minutes Review



Penny Tataryn

MANAGEMENT CO-CHAIRPERSON



Dora Mejia

EMPLOYEE CO-CHAIRPERSON