

Minutes of the Health and Safety Committee

Wednesday, Mar 21, 2012

Present: Claire Hardie, John Hardie, Marsha Melnik (chair/recorder), Sean Cumming (Board Liaison)

Regrets: Pauline Walsh, Niloofar Irani

1. a) Minutes of Jan accepted. b) Agenda accepted with two additions, items 5 and 6.

2. Communications to and from the Board:

Sean

a. Marsha pointed out an error in the AGM minutes regarding the motion that Claire and she had moved. Sean will make the correction and clarification changes.

b. It was decided that it was not necessary to invite Isan to our monthly meetings. If an issue comes up that needs clarification from Management, we can take a short break and consult with the Office/Supers.

3. Update from the Property Manager:

Marsha

Marsha asked Isan to post a sign at the intercom console for better use by visitors.

4. Defibrillator Workshop:

Marsha

Valerie Woods has emailed details about a 2 hour workshop for \$270 that will cover use of the AED, info about heart attacks and strokes and CPR. It is hands-on and can be customized to our needs in a condo setting. (Note: There is no certification for this- see 5. below) Sean asked that we first find out how many residents would be interested in attending. Claire will prepare a flyer for distribution to all units. It will have a tear-off indicating choice of afternoon/evening and weekday/weekend. We should schedule the workshop before June before we go into summer mode.

5. First Aid/CPR courses:

Claire

Claire has called St. John's and EMS to get information on these courses. They are full day and come with a certificate. The cost ranges from \$65 to \$99 per person (individual residents would be responsible for the fee.) The day session could be arranged to be held in-house. Claire will give the information out, but after the AED workshop, so as to avoid confusion.

6. Instructions for use of the defibrillator:

Claire

There is a 10 page detailed handout that will be made available in the Meeting Room. (Claire) A small sign will be posted by the defibrillator directing residents to the MR. (Marsha) A small pamphlet holder will be mounted on the wall near the defibrillator for a one page description (mainly pictures) for people to take away to keep and to grab if they actually need the defibrillator (hopefully never). (Claire)

Claire will speak to Isan about setting up a monthly check of the defibrillator (as specified in the manual).

This could possibly be done when the generators are tested each month.

Claire

7. Helping Our Neighbours :

Claire/Marsha

The discussion points from the Jan 9 meeting of three groups will be distributed, either by email or unit delivery. There are two issues: 1. Daily support and 2. Action during an emergency

Next steps:

Group A (Daily care and establishing community) will be contacted and they will arrange to meet to continue the discussion as outlined in the minutes of the Jan 9 meeting.

Group B and C will be invited to a meeting on Wed May 9 at 2:00 to discuss the protocols and info needed during an emergency. This involves what protocols staff will follow and the information residents need to know about 50 Quebec. General tips on how to prepare for and manage during an emergency is already available in the pamphlet prepared by Claire (72 Hour Self-Sufficient Checklist) .

Members of Group B/C can choose to continue this overall initiative by joining Group A.

Next meeting: Wednesday, April 25 at 1:00 PM in the Meeting Room