



Island EMS
OHS Meeting
March 30, 2020 9:00am
Charlottetown

List of Attendees

Staff				
Alice Rice	Stacey Grant	Rebecca Bellefontaine	Jason Milligan	Wilfred O'Brien
Amy Keefe	Rodney Gallant	Jed Burt		

Supervisors	Management			
Amanda Landry		Shawn Westbury	Phillip Pollard	

Regrets				
Claude Gavin				

Recording				
Paula Sherren				

1. **Review Minutes/Actions from previous Meeting**
2. **Action Items**
3. **Base Inspections Due: July 28, 2020**

Agenda Item	Decisions/Actions
1.0 <u>OLD HAZARD REPORTS</u>	
O'LEARY – RODNEY GALLANT <ul style="list-style-type: none"> • N/A 	•
ALBERTON – JASON MILLIGAN <ul style="list-style-type: none"> • N/A 	•
SUMMERSIDE – JED BURT <ul style="list-style-type: none"> • N/A 	•
CHARLOTTETOWN – STACEY GRANT <ul style="list-style-type: none"> • Code White @ QEH – Medics should not leave their patient to get involved in a situation at the hospital. If the hospital staff have it under control, medics are not to get involved. • Lights at QEH ambulance entrance – notified QEH that the lighting is poor. 	•
MONTAGUE – ALICE RICE <ul style="list-style-type: none"> • St. Peters Roadside Post – a truck will not be sent here during a storm. • 16 Hour Fatigue Policy – staff can stop at the 16 hour mark and 	•



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someone will go and pick them up or they can continue if they choose to.	
SOURIS – WILFRED O’BRIEN • N/A	•
MEDACOM ATLANTIC – REBECCA BELLAFONTAINE • N/A	•
2.0 <u>NEW HAZARD REPORTS</u>	Decisions/Actions
O’LEARY – RODNEY GALLANT • General Discussion	•
ALBERTON – JASON MILLIGAN • General Discussion	•
CHARLOTTETOWN – STACEY GRANT • General Discussion	•
MONTAGUE – ALICE RICE • Roof is leaking and leaking into stockroom. There are plans in place to have the roof repaired. • Window by the lockers is leaking badly. • Snow clearing company isn’t doing a great job. • The pothole in the driveway is getting worse. Nothing will be done until spring. • Hospital linens are piling up.	• Shawn – look into leaking window by lockers • Shawn will speak to snow clearing company about service. • Alice – put up a sign on the OHS board reminding staff to return linens to the hospital.
SOURIS – WILFRED O’BRIEN • General Discussion	•
SUMMERSIDE – JED BURT • GFI Plugs in lower bay are not working properly. Upper bay should be checked too. • Bulbs for light in the stairwell need to be changed.	• Claude – have the GFI plugs looked at. • Claude – have the stairwell light bulbs changed.
MEDACOM ATLANTIC – REBECCA BELLAFONTAINE/AMY KEEFE • Parking lot light is out	• Phil – look into getting the parking lot light fixed.
3.0 <u>WCB</u>	
CENTRAL –PHILLIP POLLARD • 0 WESTERN – CLAUDE GAVIN • 2 EASTERN – SHAWN WESTBURY • 0 MEDACOM – AMANDA LANDRY	



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<ul style="list-style-type: none"> • 0 <p style="color: red;">WCB claims can be filed 6 months after an incident occurred</p>	
<u>4.0 WHIMIS</u>	
<ul style="list-style-type: none"> • N/A 	
<u>5.0 FLEET</u>	
<ul style="list-style-type: none"> • Staff are not refueling the trucks before end of shift. • Received a complaint about staff eating while driving and it not being safe. Please use common sense. • Salt in trucks. Only the little plastic jugs should be in the trucks. 	•
<u>6.0 SUPERVISOR</u>	•
<p>CENTRAL –PHILLIP POLLARD</p> <ul style="list-style-type: none"> • General Discussion <p>WESTERN – CLAUDE GAVIN</p> <ul style="list-style-type: none"> • General Discussion <p>EASTERN – SHAWN WESTBURY</p> <ul style="list-style-type: none"> • General Discussion <p>MEDACOM ATLANTIC – AMANDA LANDRY</p> <ul style="list-style-type: none"> • General Discussion 	
<u>7.0 OHS</u>	•
N/A	•
Meeting adjourned: 9:45 am	