



**CUPE·218**  
DURHAM EDUCATION WORKERS

**MAY**

# NEWSLETTER 2018

## MEMBERSHIP MEETING CUPE LOCAL 218 HALL

SUNDAY, MAY 27<sup>TH</sup>, 2018 at 7:00 P.M.  
CUPE LOCAL 218 HALL - 2080 WENTWORTH ST., WHITBY

CUPE218.CA  @CUPE218



**SAVE THE DATE!**

ANNUAL CHARITY  
**3<sup>rd</sup> GOLF**

**TOURNAMENT**

**SATURDAY,  
SEPTEMBER 22, 2018**  
BOWMANVILLE GOLF AND COUNTRY CLUB



**HOLE IN ONE PRIZE PACKAGES**

featuring a NEW CAR, Golf Clubs, Trip and Travis Matthews  
golf apparel donated by ROY NICHOLS MOTORS!

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# PRESIDENT'S MESSAGE

May 2018

*Dear Sisters and Brothers,*

It's hard to believe that the end of the school year is fast approaching.

The Province of Ontario, through the Ministry of Education, has provided funding to support Apprenticeship/ Professional Development Training to all School Boards throughout the Province. This is a one time investment in the amount of \$4.5 million to be used during the 2018-2019 school year. The purpose of the funds is to provide training for employees as apprentices and/or provide current employees of school boards opportunities to upgrade their skills through professional development. Opportunities for professional development training is open to CUPE members in School Boards. I have been meeting with both School Boards along with the Chairpeople of your various Units discussing how to utilize the funds. Once we have determined how we are going to utilize the funds, the School Boards and Union will submit a joint application to the Ministry of Education for their decision. Joint application must be received by May 18<sup>th</sup>, 2018. We will advise you of the outcome.

Our 3<sup>rd</sup> Annual Charity Golf Tournament is in full swing. This year our tournament will be in the fall - Saturday, September 22<sup>nd</sup>, 2018 at Bowmanville Golf and Country Club. Please save this date for a great day with friends and colleagues. More details to follow.

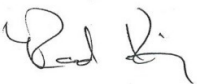
As this is our last newsletter until September I would like to thank you all for your ongoing support. I take great pride in my role as your President and look forward to working with you and for you in the coming year.

Thank you for everything you do in your roles every day and our partnership in education.

Wishing you all a safe, healthy and enjoyable summer.

Our next General Membership meeting will be Sunday, May 27<sup>th</sup>, 2018 at 7:00PM at the CUPE Office. Please plan to attend.

In Solidarity,



**Rod King**  
**President**  
**CUPE Local 218**

Location: **2080 Wentworth Street, Whitby, ON, L1N 8W9**  
Phone Number: **905-571-7879 Toll free 1-877-571-0218**  
Fax number: **905-571-4102**  
E-mail: **office@cupe218.ca**  
Website: **www.cupe218.ca**

# DISABILITY MANAGEMENT

May 2018

*Dear Sisters & Brothers:*

Well here we are, another school year is coming to an end. As this will be our last newsletter of the school year I would like to take this opportunity wish everyone a safe and happy summer.

For those who work over the summer please be reminded to work safe. If you sustain an injury please report the injury right away. When reporting an injury please notify the employer / supervisor, as well the Union. Do not delay seeking medical attention, delays in reporting and seeking medical attention could result in denial of your WSIB entitlement.

If you are required to provide the employer with medical, due to surgery or illness, please make sure your medical does not say i.e “off under my care, or unfit for work due to illness “etc.... That type of medical will not support you being off work or in accessing your sick days. The medical certificate will need to be more supportive/objective. So before you go and pay for medical that may not be supportive, call the CUPE Office and one of our Disability Representatives will explain what supportive medical is. If your medical certificate provides limitations/restrictions that supports a return to work, the union will assist you through the accommodation process.

Please do not hesitate to contact your Disability Management Representative as we would be more than happy address your disability related concerns.

## DISABILITY MANAGEMENT TEAM:

**Dennis Gibbs**, Public Board, [dgibbs@cupe218.ca](mailto:dgibbs@cupe218.ca)

**Lori Ann Richards**, Public Board, [lrichards@cupe218.ca](mailto:lrichards@cupe218.ca)

**Marion Moore**, Public Board / Catholic Board, [mmoore@cupe218.ca](mailto:mmoore@cupe218.ca)

**Jamie Spencer**, Public Board / Catholic Board, [jspencer@cupe218.ca](mailto:jspencer@cupe218.ca)

# VICE PRESIDENT'S MESSAGE

May 2018

## **REPORTING VIOLENCE - FROM THE DISABILITY MANAGEMENT PERSPECTIVE**

The comment section on both board's reporting for violence are VERY important. Should you continually experience violence we are able to use these when reporting injuries from a repetitive view point ...ie stress. Example: simply saying "spitting" on many reports may not be enough to prove that being spit at is stressful. However, giving more detail ...student continuously spat for more than an hour, had to continue to work in the same clothing, no ability to wash etc...paints a better picture.

Example: student hit me in stomach – giving the grade level may not paint the picture...student is 100 lb, taller than myself, the blow HURT....don't be afraid to tell the story the way it went down.

## **HAPPY HOLIDAYS FOR ALL**

This is the last newsletter for the 2017 -2018 school year. As we all go our different directions for the summer, please remember that the union office is open. Everyone does try to take holidays in the summer but we do have staff working.

Please remember to copy the office in on any medical you give your employer so the union representative has the same information as the employer.

Please plan on attending the next General Membership Meeting to be held Sunday, May 27<sup>th</sup>, 2018 at 7:00 P.M. at the CUPE office, 2080 Wentworth St., Whitby.

In Solidarity,

**Marion Moore**

**Vice President and Disability Rep.**

**CUPE Local 218**

**[mmoore@cupe218.ca](mailto:mmoore@cupe218.ca)**

# SOCIAL COMMITTEE

May 2018

*Dear Sisters and Brothers,*

Your Social Committee will be meeting on May 27<sup>th</sup>, to put the final touches on this year's Annual Golf Tournament.

3<sup>rd</sup> Annual CUPE Local 218 Charity Golf Tournament will be held at Bowmanville Golf and Country Club on Saturday September 22<sup>nd</sup>, 2018.

- *4 Person Best Ball Tournament Open to friends and family*
- *\$85 per person includes: Green fees, Golf carts, Swag bag, lunch and dinner*
- *Hole in one prize packages featuring a NEW CAR, Golf Clubs, Trip and Travis Matthews golf apparel donated by Roy Nichols Motors*
- *There will be prizes and a 50/50 draw as well*

*View our Website for more details*

You can now find our NEW Social Committee email on our Website ([socialcommittee@cupe218.ca](mailto:socialcommittee@cupe218.ca))  
If you have any suggestions for future Social Committee event please don't hesitate to email us.

In Solidarity,

**Dennis Gibbs**      **Sue Wilkinson**  
**Jessica Fusco**    **Glen Morrison**  
**Karen White**      **Natalie Melich**

## DON'T GET "WHEELED" INTO A STAGED CAR ACCIDENT

May 2018

Auto Insurance fraud is on the rise in Ontario; as a result, drivers are paying higher insurance premiums. Avoiding an accident is among the highest priorities for most drivers, but for fraudsters, an accident is the goal. These scams can take place in many ways, including: staged accidents, false claim details and fraudulent accident and claim reports. They are often elaborately planned and can include the fraud collaborators such as the motorist, the tow truck company, health-care providers and the auto body repair shop. These scams result in financial gain to the fraudsters, but are very expensive to insurance companies, resulting in increased premiums.

To protect yourself from these potential scams, it's important to be familiar with common types of staged accidents.

### *Top 3 staged accident scenarios*

- 1) **Swoop and squat:** In this scenario, two or more vehicles will work together to cause an accident. The fraudster will slam on their brakes to cause a rear-end accident. You may be boxed in by one or more vehicles and unable to avoid the collision.
- 2) **Wave in:** This commonly occurs in heavy traffic. When changing lanes, you may be waved in by another driver. At which point, they accelerate causing the accident; then they claim that you were being careless when changing lanes.
- 3) **Panic stop:** This scenario is similar to the "swoop and squat," except the fraudster's car is full of passengers. The car pulls out in front of you and when you are not looking, they slam on the brakes causing you to rear-end them. This can result in increased medical claims from the passengers.

***If you are involved in an accident, there are some key warning signs to watch out for to detect potential fraud:***

- ***Be aware of cars following too closely, cutting you off or waving you into another lane in heavy traffic.***
- ***Pay attention to the service that follows: the tow truck, body shop and medical professionals. If- if it seems too good to be true, it may be!***

A great effort is being made to fight fraud by insurance companies, regulators and law enforcement officers, but they cannot solve the problem alone.

### ***How can you help?***

You can play a vital role in the fight against insurance fraud. If you're involved in an accident, be sure to take the following steps:





- 1) Keep detailed records: Collect as many details as possible at the scene of the accident. Gather the other driver's name, address, phone number, licence plate number and driver's licence number. Make sure to also take photos of the vehicles and damage.
- 2) Never sign a blank insurance claim form: If you do this, you may be authorizing services you do not need or that are not covered by your policy.
- 3) Obtain detailed bills: Whether it's from the health-care practitioner or the repair shop, review your detailed statements to confirm that you are only billed for services that you received.

If you suspect auto insurance fraud, call your local police and your insurance company to inform them and ask for next steps. For additional assistance, you can also call the Canadian Anti-Fraud Centre at 18884958501.

# OFFICE/CLERICAL /TECHNICAL - PUBLIC BOARD

May 2018

**MAY**

It's hard to believe this is the last Newsletter of 2017/2018 school year. This school year has just gone by so fast. Schools are going to get very busy over the next couple of months with all the year-end activities.

## **DID YOU KNOW**

Medical confirmation is required to be provided by the Employee for absences of five (5) consecutive working days or longer.

## **GENERAL MEMBERSHIP MEETINGS**

We only have 1 General Membership meeting left for this school year. Our next meeting will be a 7:00 on Sunday, May 27<sup>th</sup>. Hope to see everyone then.

## **C.U.P.E LOCAL 218 GOLF TOURNAMENT**

We will be having our 3<sup>rd</sup> Annual Charity Golf Tournament on Saturday, September 22<sup>nd</sup>, 2018. Hope to see you there, it is sure to be a fun filled day.

If you have any questions or concerns, please contact your rep below, through your CUPE e-mail or personal e-mail. Please do not use your board e-mail for union business.

In Solidarity,

**Karen White**

Chair Person

kwhite@cupe218.ca

**Allison Petty**

Elementary School Rep.

allison.petty@cupe218.ca

**Antony Nembhard**

Secondary School Rep.

anembhard@cupe218.ca

**Liz Lyons**

Board Office Rep.

elizabeth.lyons@cupe218.ca

# SECRETARIAL/CLERICAL/TECHNICAL STAFF

## CATHOLIC BOARD

**May 2018**

Well this will be the last CUPE newsletter of this school year. Another school year has come and gone just like that. How time flies so fast.

To all the members who have put in for retirement come this June, all the best to you. Enjoy special times with those you love and things you would like to do on your time. Hope that your retirement years bring good health and happiness to all. You have worked very hard over the years and deserve this time in your steps in life going forward. Thank you for all the hard work you have provided within your work location you worked at. You will be missed, but it's all about you now..... ENJOY your Retirement!!

I would like to take this time to inform all SCT Unit members that Sandra Ribeiro-Dantas is the newest Bargaining Committee member with Mike and myself. Congrats to you Sandra for stepping up and putting your name forward at the past election held at the General Membership meeting a few months ago. Thank you for showing interest of becoming part of the SCT Unit Bargaining Committee.

If injured on the job, please make sure, you report it right away to your Principal and or Supervisor. Make sure all paperwork is completed and copies made for your own files. Please also let the Union Office know that an incident has occurred and any updates following. We are here to assist you when required.

Hope to see you at the at the last General Membership meeting of this school year on Sunday, May 27<sup>th</sup>, 2018 at 7:00 p.m. at the CUPE Office.

As I have stated this is the last newsletter for this school year, so on that note have a great month of June. We all know June is very busy with all the year-end activities, Graduations etc...

Have a safe summer with family and friends.

In Solidarity,

**Karen Ulrich**

Chairperson

[kulrich@cupe218.ca](mailto:kulrich@cupe218.ca)

**Sandra Ribeiro-Dantas**

Bargaining Committee

[sandra.dantas@cupe218.ca](mailto:sandra.dantas@cupe218.ca)

**Mike Morris**

Bargaining Committee

[mmorris@cupe218.ca](mailto:mmorris@cupe218.ca)

# DCDSB EDUCATIONAL ASSISTANTS

May 2018

*Dear Members,*

Our school year is quickly coming to a close!

By now, we hope you are all enrolled in the CUPE Benefit Trust and are experiencing success with our plan. If you are having any problems, please contact the CUPE office at 905-571-7879.

The allocations for the school year 2018-2019 should be sent to your principals the week of May 24<sup>th</sup>. There may be a surplus situation created if the allocation goes down at your school. Our Collective Agreement speaks to the needs of the students first and seniority second. This happens only rarely and it goes by seniority usually. EAs may volunteer to post out . If there are no volunteers, then the least senior will have to post.

Postings should be sent via Board email the first week of June followed by a second round a few weeks later.

Please continue filling out and sending the new online Violent Incident Reports. If you are injured, receiving medical attention or first aid, you must also fill out a Workplace Incident Report with your principal. A copy of each report is sent to the copy office and forwarded to Carrie Boisvert, our Health and Safety Rep.

We wish you all a safe and restful summer!

In Solidarity,

**Maureen MacInnis**

905-571-7879

**Maureen Cope**

905-571-7879

**Carrie Boisvert**

905-571-7879

**Bobbi Jo Agius**

905-571-7879

# EDUCATIONAL ASSISTANTS - PUBLIC BOARD

May 2018

## PLEASE CONTACT THE REP OR STEWARD FOR YOUR AREA

SCHOOL AREA	REP TO CONTACT	CONTACT INFORMATION
AJAX PICKERING	GLEN MORRISON (REP) MARION MOORE (STEWARD)	gmorrison@cupe218.ca mmoore@cupe218.ca
WHITBY NORTH	KELLY GAINER (REP & H&S Rep) FLO DAVIES (STEWARD)	kgainer@cupe218.ca florencia.davies@cupe218.ca
OSHAWA (KEDRON PS TO WOODCREST PS) OSHAWA (ADELAIDE MCLAUGHLIN PS TO JEANNE SAUVE PS)	SUE WILKINSON (REP) Contact person for CUPE email set up and issues. FIL WYLIE (STEWARD)	swilkinson@cupe218.ca filomena.wylie@cupe218.ca
HIGH SCHOOLS	LORI RICHARDS (CHAIRPERSON) TRACEY LESPERANCE (STEWARD)	lrichards@cupe218.ca tracey.lesperance@cupe218.ca

### EMAILS/CALLS

If you have called or emailed one of the EA Committee members and haven't received a reply within a week, please call again or send an email, there are times when we are extremely busy and emails, calls can get pushed down the list. If you have an emergency, call the Union office and ask to speak with someone right away. Please be reminded that you should not be sending emails or making/taking calls during your working hours. This should only be done on breaks or lunch. We will not be returning any phone calls during the school day as we are unaware of your working hours.

### STAFFING UPDATE

By now everyone should have received the information on where their placement is for next year and if you are surplus or have put yourself on the transfer list, you should have received the list of open positions to choose from and have returned it, you should be finding out your placement shortly.

Once all placements have been completed, postings will come out for the remaining positions. Postings will resume in September and continue whenever there are openings until the Christmas break.

## **LOA**

If you require a leave of any kind, Sharon Wopereis no longer is the person who approves this. You must now do it through the on line process. Everyone received an email from the Board Sept 29, 2017 with the instructions on how to request one. You have to go into Employee Self-Serve, then into on line forms - the same place where you find the Violent Incident forms.

## **SPECIAL PD DAY**

We have been given funds from the Government for additional PD and have been working on a proposal to host a day for EAs as we did a number of years ago. The proposal is still in the works but we are hoping to have a Health/Wellness/Motivational speaker in the morning, lunch, and then a Relieving Stress with Humour speaker for the afternoon. Stay tuned, info will come out early fall.

This will be the last newsletter until September; your EA Committee members would like to wish you all a wonderful end to the school year! Have a fantastic summer and make sure you take time for yourself to have some fun!

Once we receive the EI Code sometime in June, it will be sent to your CUPE email address (if you're having problems with that, contact Sue at the Union office), and it will also be on the CUPE website.

In Solidarity,

## **EA REPS AND STEWARDS**

**Kelly Gainer**

**Flo Davies**

**Glen Morrison**

**Marion Moore**

**Sue Wilkinson**

**Fil Wylie**

**Lori Richards**

**Tracey Lesperance**

# EDUCATIONAL ASSISTANTS - PUBLIC BOARD

## HEALTH AND SAFETY

May 2018

It is hard to believe that another school year is coming to an end. This has been a busy year with the new violent incident reporting system. There has been over 2000 violent incidents filed by EAs so far this year. I will say, that I believe that the violent incident reporting system has helped. Yes, as you can see there are still many violent incidents. But in many cases there has been support given to the school through the school area team, the Special Education officer and Health and Safety department to assist in putting a plan together to try and change the behaviour. We have also noticed that more EAs are getting a debriefing and checked in to see how they are doing. The principal's checklist at the bottom of the online violent incident form helps lay out what needs to be done. Some principals are even giving details on the forms of what is being put in place to alter the behaviour. It is the first year for this and I have seen an improvement and I hope that for the next school year we see even more. We need a caring and supportive working environment that looks at unsafe situations with students, make changes to programming and BSP to alter the behaviours and encourage student success, and a safe working environment - I will continue to strive for this.

### ***Violent incident reporting:***

Remember to give detail when filling out the description section, the words you put in this box tell the story and gives information for what supports are needed for the school. Some ideas of things to write: how long the student was escalated, what happened, how did this affect your own health/mental health, what aggressions was shown, how many times were you hit, kicked..... Also, I want to make sure that all EAs know that they should be given time during their work hours to complete the online violent incident form and the safe schools form. It is not expected that you do this on your own time during breaks or after work. If you are not given the time talk to your principal.

### ***Health/injury and Mental Health:***

If you know of a staff member that is off work due to illness/injury, I would like to remind you that it is important for them to heal. Remember to be sensitive to this healing process. If you are sending a text or email to them, it is okay to check in and let them know you are thinking about them. Telling them about all the problems at work can only hinder the healing process. So I am asking you to please be sensitive and leave work at work, if a staff member is off they don't need to know about it. They do need to know you care about them.

### ***Footwear:***

The nice weather is here, just a reminder that the recommended footwear is totally enclosed flat/low heel with slip resistant or non slip soles.

Please do not hesitate to contact me if you require any health and safety guidance.  
Have a safe and enjoyable summer break.

**Kelly Gainer**

**CUPE 218 EA Health and Safety Rep**

**kgainer@cupe218.ca**

# CONTINUING EDUCATION - PUBLIC BOARD

May 2018

As you may recall, as part of our seniority process, many of our members submitted documentation to show number of hours worked. For those of you whose documents are still at the CUPE office contact Sue Wilkinson ([swilkinson@cupe218.ca](mailto:swilkinson@cupe218.ca)) to make arrangements to pick them up or to return them to you via Board courier.

It was great to have a good turnout at our last meeting. Attending meetings is a great way to stay informed, not only with issues affecting our own members, but also the other units. The next general membership meeting will be held at the union hall on Sunday, May 27 at 7:00. We hope to see you there.

Since this is our last newsletter of the school year, we would like to wish you all a great summer.

In solidarity,

**Jane Batterink**

**Bargaining Chair, Public Board  
Continuing Education**

**YOUR BARGAINING COMMITTEE:**

**Jane Batterink**

[jbatterink@cupe218.ca](mailto:jbatterink@cupe218.ca)

**Maureen O'Reilly**

[moreilly@cupe218.ca](mailto:moreilly@cupe218.ca)

**Darlene Sasseville**

[darlene.sasseville@cupe.ca](mailto:darlene.sasseville@cupe.ca)



# CUSTODIAL / MAINTENANCE - CATHOLIC BOARD

May 2018

*Dear Sisters and Brothers,*

This is our last newsletter for this School year.

We have settled a grievance on a seniority issue and have an outstanding step two policy grievance on Employment standards act.

By now we're sure everyone has received his or her Boot/Uniform vouchers.

You will notice the change this year of one monetary amount, we're sure this will work out to be a positive change for many.

If you have been off work and under Doctors care, please contact the CUPE office and keep disability management informed.

As always, please contact one of your reps below with any questions or concerns.

The committee wishes everyone a safe and enjoyable summer.

In solidarity,

**Brian Burd**

[bburd@cupe218.ca](mailto:bburd@cupe218.ca)

**Natalie Melich**

[nmelich@cupe218.ca](mailto:nmelich@cupe218.ca)

**Sean Hebert**

[shebert@cupe218.ca](mailto:shebert@cupe218.ca)

**Dave Slater**

[dslater@cupe218.ca](mailto:dslater@cupe218.ca)

# CUSTODIAL / MAINTENANCE - PUBLIC BOARD

May 2018

*Dear Sisters and Brothers,*

It's hard to believe that the end of the school year is fast approaching. May 13<sup>th</sup> is Mother's Day and I would like to take this opportunity to wish my Mother and all the other Mothers a Happy Mother's Day.

The Vacation entitlement forms have been issued to all employees. Please make every effort to submit your Vacation schedule to your Supervisor as soon as possible. Please keep in mind if you choose to take out of season vacation and not get it approved, you are taking the risk of it not getting approved later in the year. Once your vacation entitlement has been approved you should receive it back with your Supervisor and Managers signature.

The Board has issued another Seniority list with corrections, please review. There are roughly 2080 working hours in a year, if you are having any difficulty with the Seniority list please do not hesitate to contact the Union office or the Boards Human Resources.

On May 2<sup>nd</sup> we were able to reach a settlement for two grievances in arbitration. We now have six grievances that have been approved to proceed to arbitration. The dates for these to be heard are June 12<sup>th</sup> and November 22<sup>nd</sup>. There are four grievances that are waiting to have dates secured to be heard and two in abeyance.

When absent from work the employee must contact the Board each day of absence. If the employee has submitted medical for extended absenteeism the employee must contact the Board each day until the medical documentation has been accepted by the Board. Medical documentation must have restrictions and or limitations any employee may have confirming the dates of absence.

If your place of residence has changed or your contact information please update the Board and the Union office. This is the employee responsibility to keep their employer informed.

With the warmer weather on its way we need to be mindful of Heat Stress and Dehydration.

## **SIGNS AND SYMPTOMS OF HEAT-RELATED ILLNESS:**

- **Heavy sweating**
- **Weakness**
- **Cold, pale, and clammy skin**
- **Fast, weak pulse**
- **Nausea or vomiting**
- **Fainting**
- **Headache**
- **Excessive thirst**
- **Muscle aches and cramps**
- **Dizziness**

**IF YOU SUFFER FROM THESE SYMPTOMS:**

- ***Move to a cooler location***
- ***Lie down and loosen your clothing***
- ***Apply cool, wet cloths to as much of your body as possible. Sip water***
- ***If you vomited and it continues, seek medical attention immediately and contact your Supervisor and the Union office***

This will be the last newsletter and General Membership until September. The Bargaining Committee and I would like to wish everyone a safe and happy summer.

Please remember that if you have the unfortunate experience of a work related injury to please report it to your Supervisor and the Disability team at the Union office, also, if you submit medical to the Board please make sure the Union Disability team receives a copy as well. No injury is too small to report.

Yours in Solidarity

**Dennis Gibbs**

**Chairperson and Disability Representative**

**BARGAINING COMMITTEE**

**Bob Montgomery**  
**Kurt Badgley**  
**Jamie Spencer**  
**Dan Fusco**

**STEWARDS**

**Tom Simpson**  
**Dan Mills**  
**Jeff Goodwin**  
**John Allan**  
**Robin Fair**

## HEALTH AND SAFETY

May 2018

Hello it truly is hard to believe that yet another school year is coming to an end.

With that comes our truly busy time when we show the respect and hard work by literally flipping the buildings and contents upside down and returning it all to “like new”. Be aware of the possibility of extra heavy garbage and recycling, as this is the usual time of purging with teacher moves within the building and staff leaving and new staff coming in. There is also the issue of the new furniture that the Board is purchasing with consultation of Health and Safety or Facilities. Remember to always move items with two people or summon help through your supervisor. The Health and Safety department is actually in the process of an ergonomic study at Blair Ridge with this furniture and hopefully will have a SOP in place to help us manage this task .

Some of us will have the extra duties and work with additions and retro fits to our buildings. Remember, it is your right to know of the plans and to be included in the procedure but also be made aware of all of the hazards that come with the process. I am hoping to also be made aware of any of these projects so that if something is to arise I can assist in addressing your concerns and ensure your safety.

It is the employer’s duty to ensure your safety.

Brother Gibbs noted in his newsletter the signs of heat stress and thank you to him for that.

The following are important facts and tools to help with extreme temps, specifically heat, taken from the MOL Heat Stress Guideline and the Ministry of Labour website.

### **What is Heat Stress?**

Working or playing where it is hot puts stress on your body’s cooling system. When heat is combined with other stresses such as hard physical work, loss of fluids, fatigue or some pre-existing medical conditions, it may lead to heat-related illness, disability and even death.

This can happen to anybody – even the young and fit. In Ontario, heat stress is usually a concern during the summer. This is especially true early in the summer, when people are not used to the heat.

Heat exposure may occur in many workplaces. For outdoor workers, direct sunlight is usually the main source of heat. Humidity in workplaces also contributes to heat stress.

### **Legal Requirements:**

Employers have a duty under clause 25(2) (h) of the Occupational Health and Safety Act to take every precaution reasonable in the circumstances for the protection of the worker. Have your heat stress poster and information prominently posted for all staff to read for awareness and if the situation happens plan your work for the cooler areas of the building and allow for more breaks. For compliance purposes, the Ministry of Labour recommends the Threshold Limit Values (TLVs) for Heat Stress and Heat Strain published by the American Conference of Governmental Industrial Hygienists (ACGIH). These values are based on preventing workers’ core body temperatures from rising above 38°C.

## **Engineering controls**

Reduce physical demands of work task through mechanical assistance (hoists, lift-tables, etc.)

Control the heat at its source through the use of insulating and reflective barriers (e.g. insulate furnace walls)

Exhaust hot air and steam produced by operations

Reduce the temperature and humidity through air cooling

Provide cool, shaded work areas

Provide air-conditioned rest areas

Increase air movement if temperature is below 35°C (e.g. use fans)

Administrative and work practice controls

## **How do we cope with heat?**

Your body is always generating heat and passing it into the environment. The harder your body works, the more heat it has to lose. When the environment is hot and/or humid or has a source of radiant heat (such as a furnace or the sun), your body must work harder to get rid of heat.

If the air is moving (for example, by fans) and it is cooler than your body, it is easier for your body to pass heat into the environment.

Workers on medication or with pre-existing medical conditions may be more susceptible to heat stress because some medication and/or medical conditions may impair the body's response to heat. Such workers should speak to their personal physicians to see if their medication(s) and/or health condition(s) affect their ability to work in hot environments.

## **Acclimatization**

The longer you work in a hot environment, the better your body acclimatizes to the heat. If you are ill or away from work for a week or so you can lose your acclimatization.

### **To become acclimatized, consider the following progressive approaches:**

If you are experienced on the job, you should limit your shift time in hot working conditions to 50 per cent on the first day, 60 per cent on the second day, and 80 per cent on the third day. You should be able to work a full shift on the fourth day.

If you are not experienced on the job (for example, if you are a new employee), you should start off spending 20 per cent of shift time in hot working conditions on the first day and increase your time by 20 per cent on each subsequent day. You should be able to work a full shift in hot working conditions the fifth day.

Instead of progressively increasing the exposure times on the job in a hot environment, you can become acclimatized by gradually increasing the physical demands of the job over a week or two.

If you have health problems or are not in good physical condition, you may need longer periods of acclimatization. Hot spells in Ontario seldom last long enough to allow acclimatization. However, exposure to workplace heat sources may permit acclimatization.

When there is a potential for exposure to heat stress, control measures must be taken to prevent heat exposure in the workplace. These include engineering controls, administrative controls and protective clothing. Selection of appropriate workplace controls will vary, depending on the type of workplace and other factors.

***Some measures may include:***

Train workers to recognize factors which may increase the risk of developing a heat related illness and the signs and symptoms of heat stress and start a “buddy system” since people are not likely to notice their own symptoms. Investigate any heat-related incidents. Trained First Aid providers should be available and an emergency response plan should be in place in the event of a heat related illness.

Pregnant workers and workers with a medical condition – or those taking certain medications – should discuss with their physicians about working in the heat.

***Protective clothing***

Light summer clothing should be worn to allow free air movement and sweat evaporation.

If working outdoors, wear light-coloured clothing, preferably long-sleeve shirt and pants, and cover the head to prevent exposure to direct sunlight.

In a high radiant heat situation, wearing reflective clothing to shield radiant heat may help.

For very hot environments, consider air, water or ice-cooled insulated clothing.

Vapour-barrier clothing, such as chemical protective clothing, greatly increases the amount of heat stress on the body. Extra caution such as heat strain (physiological) monitoring is necessary, if vapour-barrier clothing is worn.

***Managing Heat Stress caused by hot weather***

Most workplaces do not have hot processes; however working in hot weather can pose health risks to their workers. For work in hot weather, a hot weather plan is appropriate. A hot weather plan is a simplified heat stress control plan. A hot weather plan should establish the implementation criteria, or triggers, to put the plan into effect. The criteria may include weather or environmental indicator triggers such as:

Humidex (local or specific site) reaching or exceeding 35

Environment Canada humidex advisory (air temperature exceeding 30°C and humidex exceeding 40);

Environment Canada weather reports;

Heat waves (three or more days of temperatures of 32°C or more); and/or

Ontario Ministry of the Environment smog alert.

Generally, plans related to hot weather should be in place between May 1 and September 30 of each year.

The following websites have information on humidex, weather reports and smog alerts:

Environment Canada - weather and meteorology.

Environment Canada Weather Office.

Air Quality Ontario smog advisories .

Lastly if there are any health and safety issues please make me aware I cannot help if I don't know. Follow the proper stages of notifying supervisor first, then myself and health and safety if issues not resolved.

I would like to thank everyone for a good year again and continuing to be diligent around there own and there buildings staff's safety. Participation is a right and we are beginning to get that right and be noticed at doing so

I wish everyone a Safe and Happy summer

**Dan Mills**

**CUPE 218**

**Custodial Maintenance Safety Representative.**

**905- 571-7879 Or 905 -449-1240,**

**e-mail [daniel.mills@cupe218.ca](mailto:daniel.mills@cupe218.ca)**