

Vancouver Island West School District 84
DISTRICT EARTHQUAKE SAFETY COMMITTEE MEETING
October 13, 2015

Present: Peter Skilton (Chair), Gwen Alsop, Lawrence Tarasoff, Glyn Howell, Annie James (Recorder)

CALL TO ORDER:

10:50 am

APPROVAL OF AGENDA:

Add under Other Business, "Condition of Storage Containers in District".

REVIEW MINUTES OF LAST MEETING:

Not all requirements of Policy B.28 have been fulfilled. The Operations Supervisor has spoken to both regular Bus Drivers and to discuss what to do in the case of an emergency. Formats will depend on various different scenarios, and there are currently no written plans in place. All of the busses and District vehicles have emergency supplies and an annual PM (Preventative Maintenance) order is in place so that supplies get checked and replenished each year. Earthquake hazard inspections have taken place but not on an annual basis – is dependent on Principals contacting the Operations Supervisor.

REVIEW OF POLICY B.28, EMERGENCY PREPAREDNESS:

The policy was reviewed with no recommended changes.

REVIEW WORKSITE EMERGENCY PREPAREDNESS PLANS:

CMESS – The Village of Tahsis has piggy-backed onto the School's emergency site but does not yet have any supplies. The container and access road is on private property. Prior to next meeting, Glyn will confirm the owner and ensure that the School has permission to use the property. He will also follow up with the Village in terms of cost-sharing to clear the access trail and road which are currently overgrown and difficult or impossible to use, depending on the individual. Otherwise, the CMESS plan looks good!

GRSS – Plan looks good!

KESS – Kyuquot School still needs supplies and a place to store them. More people need to be trained on how to operate the generator. There are extra classroom kits at CMESS and Glyn will arrange to have them sent to KESS.

RWES – Plan looks good!

ZESS – The emergency container needs to be moved to a new location.

BUDGET:

CMESS – Brushing the trail/road to evacuation site and emergency supplies container.

KESS – Section off a corner in Portable 3 (used the least) asap for emergency supplies – include shelving and lock; ship extra supplies from CMESS to KESS; purchase whatever other supplies are needed asap and add this to the KESS's maintenance PM list for summer check and replenishing as needed.

ZESS – Move the emergency supplies container to a suitable location as soon as possible and install a secure lock.

ZESS – If funds are left over from above projects, money can go towards Mr. Gledhill's attendance at the Tsunami Training Conference.

OTHER BUSINESS:

Condition of Storage Containers in the District – already discussed.

Annual Inspections – Principals are to make arrangements with the Operations Supervisor towards the end of each school year to do an annual earthquake hazard inspection.

ADJOURNMENT:

11:50 am.

