

Vancouver Island West School District 84
DISTRICT EARTHQUAKE SAFETY COMMITTEE MEETING
October 21, 2019 – Captain Meares Elementary Secondary School

Present: Deane Johnson (Chair), Allison Stiglitz, Lawrence Tarasoff, Annie McDowell (Recorder)

CALL TO ORDER:

9:00 am

MINUTES OF LAST MEETING:

Reviewed.

REVIEW OF POLICY B.28, EMERGENCY PREPAREDNESS:

Reviewed with no recommended changes.

REVIEW WORKSITE EMERGENCY PREPAREDNESS PLANS:

The Committee generally reviewed the plans. Each plan will be reviewed in-depth to ensure completeness, with any updates to be done as necessary. The District is responsible for students and staff for 24 hours and, after that, it becomes each of the Village's responsibility to look after its citizens. Worksite emergency preparedness plans are posted on the District and the schools' websites, and communicated to staff and parents. Mr. Johnson will ensure that 'emergency preparedness inventory' is an annual preventative maintenance activity at each worksite, to be carried out by the local Maintenance/Custodial employee(s).

BUDGET ALLOCATION:

The District budgets \$8,000 per annum for purchasing emergency supplies and replacing any that have expired. Principals are responsible to ensure that supplies are ordered/replenished in their schools each year.

ACTION ITEMS:

- Each worksite plan to be reviewed and updated, if necessary
- The PM system for each worksite to include emergency preparedness inventory
- Future emergency preparedness plans to be submitted to the District Office before the end of June, for publication in September

NEXT MEETING:

Next school year – time and location to be announced

ADJOURNMENT:

9:55 am