



"Accepting the Challenge"

Policy Review Committee Minutes

Wednesday, December 19, 2012, 11:30 a.m.
Board Room, Administration Office

Present: G. Kruck (Chairperson), M. Sefton
Dr. D. Michaels Mr. K. Zabowski

Regrets: P. Bartlette

1. CALL TO ORDER:

The Policy Review Committee Meeting was called to order at 11:40 a.m. by the Committee Chairperson, Mr. Glen Kruck.

2. APPROVAL OF AGENDA

The Committee agenda was approved.

3. PREVIOUS COMMITTEE MINUTES FOR INFORMATION PURPOSES ONLY

The Minutes of the November 21, 2012 Board Meeting were received as information.

4. COMMITTEE GOVERNANCE GOAL ITEMS

NIL

5. OTHER COMMITTEE GOVERNANCE MATTERS.

a) Child in Care Policy

Superintendent, Dr. Michaels provided background information with respect to the development of, and need for, a policy regarding the registration of children in care. She noted the Division lawyer had been working with the Associate Superintendent to develop the policy. The Committee reviewed the proposed policy, asking questions for clarification. It was agreed changes would be made to the policy and brought back to the Committee for further discussion and review at the next meeting before recommending to the Board for approval.

b) January Meeting Date

Due to a scheduling conflict, it was agreed the January Committee meeting would be moved from January 16, 2013 to January 23, 2013. The meeting time and location would remain the same.

6. OPERATIONS INFORMATION

- Mr. K. Zabowski, Secretary-Treasurer, spoke to the proposed Scent/Fragrance Free Policy. He noted a draft policy had been prepared using the BRHA policy as a guideline. He confirmed that Senior Administration was also reviewing information from other organizations, such as the Lung Association of Canada. This information suggested that an organization conduct an assessment survey and involve the Workplace Safety and Health Committee. Therefore, the draft policy would be going to

the Workplace Safety and Health Committee for discussion and review. Trustees expressed concern about a survey and inquired about the intent of the survey. It was agreed the survey needed to propose a set of guidelines regarding scent/fragrance and then ask for input. Mr. Zabowski confirmed the draft policy would be brought back to the Committee at a later date.

NEXT MEETING: 11:30 a.m., Wednesday, January 23, 2013

The meeting adjourned at 12:15 p.m.

Respectfully submitted,

G. Kruck, Chair

P. Bartlette

M. Sefton

K. Sumner (Alternate)