

On Call Committee Job Descriptions

Responsibilities

1. Provide emergency response capabilities to Hazelburn residents during evenings, weekends and any other pre-arranged periods.
2. Ensure the security of the building at all times by responding to incidents and by inspecting the entire building at least once per shift.
3. Ensure the functioning of the garbage compacting system operating at all time.
4. Keeping public sidewalks and loading areas free of ice in the winter.

Meeting our Responsibilities

The On Call Committee meets its responsibilities by training Co-op members to respond to emergency situations, and by meeting regularly to discuss problems relating to its duties.

It provides around the clock response capabilities when the Co-op staff are off duty.

Regular weekend inspections of the garbage compacting system are conducted.

Ice control pellets are spread on sidewalks and roadways as required.

Liaison

The committee has occasional need to liaison with the Property Management, Newsletter and Social Committees. The Maintenance Committee would normally learn of repair needs from the Co-op co-ordinator or whoever obtains her information from the log-book, where maintenance needs are noted by On Call members.

Reporting Relationship

The On Call Committee reports to the Board of Directors through a liaison member who has responsibility for the On Call portfolio.

There are no committees reporting to it.