

Joint Health and Safety Committee

February 2, 2021

3:00 pm – 4:00 pm

Online Meeting via Zoom

Minutes

Regrets: Elana Weber

In Attendance: Bernadette Pickles, Chris Gouett, Rosa Fabiano, Theresa (T-Bird) Prisciak, John Siecker, Frank Cappadocia, Shannon Scott, Tim Rowe, Carolyn Rimkey, Chris Murray, Sree Kurissery, Vicki TeBrugge,

Guest: N/A

1. Approval of Agenda

Moved

2. Approval of the Minutes from last JHSC meeting – November 3, 2020

Moved

3. COVID 19 Updates

• General and Security

- Simcoe County is experiencing a rise in COVID cases
- Security App for screening employees who come to campus is active and is working well. Over 500 people have downloaded the app. It is beneficial for the Security Staff as well as employees visiting campus. The employee shows the results of the screening on the app to Security and signs in
- Contact tracing – Lakehead is not responsible for contact tracing. This is the responsibility of the Health Unit. Lakehead should be as helpful as possible
 - Lakehead should be tracking where someone goes on campus – what time and what location
 - This information would be shared with the Health Unit if required
 - For the Orillia Campus this is easier as there are less areas open currently
 - Lakehead has announced that Security will be tracking all visitors to both Campuses
- Question was asked if an employee is working from home and is COVID positive do they have to disclose this to the University? Shannon responded to the question. The employee would not be required to inform the University if they have not been on campus. The employee would be able to take sick time as they would for any other illness. The University does not want to assume that anybody taking sick time has COVID

- Those who are working on Campus (Security, Physical Plant, Residence, Administration) have been communicating with each other regularly. Lakehead Orillia has been following mandates from the Provincial Government and has been doing well keeping the Campus safe
- Lakehead Orillia has been working with the engagement committee to keep in contact with staff and supporting them
- Buildings
 - There are two staff members going to the Heritage Place building at odd hours. The building manager has been informed of this. The staff have been cleaning up after themselves. Even though the staff are cleaning after themselves the building custodial staff perform regular cleaning routines of Heritage Place
 - Cleaning at the 500 University Ave Campus has been based on occupancy. Custodial staff are performing regular cleaning routines including high touch areas on a regular basis. There are three students that have been using Campus facilities on a regular basis as they do not have internet access at home. The students have been using private rooms in the Commons. Custodial staff are aware of this and have been cleaning the area after the students leave
 - Custodial staff are updated on all visitors to Campus and where they are going to assist in the cleaning routines
 - Custodial staff have started to use the spraying device for cleaning
 - In Residence
 - Students are staying well and compliant with the rules
 - Currently has a no visitors policy
 - Custodial staff are cleaning after contractors come in or mail is delivered
 - Residence is doing contract tracing for all who arrive in Residence and putting the information with the nightly report
 - Currently 30 students in Residence.
 - Cafeteria is open for take-out. No dine-in. Students order their food and take it back to their rooms

4. Items Arising from the Minutes (last meeting)

- Working Alone Policy/Procedure
 - Procedure has been completed and reviewed by Security
 - Will be sent out to the committee for review – once reviewed will post to the website
 - Similar to Thunder Bay Campus
 - Includes information and numbers to call (Security)
- Fire Plan

- Ongoing
 - Revised plan has been printed
 - Reviewing for a final time and making any revisions before uploading to the website
 - AED Defibrillator at Heritage Place Campus
 - No update at this time
 - Will update at the next JHSC meeting
 - Campus Re-opening Plan Update
 - No update at this time
5. Injury and Accident Report
- Staff
 - In the lab during an inspection it was noted that the end of an upper cabinet section was not level with the rest of the cabinets. It was discovered that the end piece was not secured to the wall or the adjoining cabinet. Items were removed from the cabinet and Physical Plant was notified. Physical Plant has corrected the cabinet
 - An employee walking past the Student Central Desk in Simcoe Hall slipped on some water that was brought on footwear from outside. The employee turned on their ankle and landed on their right knee and elbow. This resulted in a sore knee and elbow. No obvious injury to either area or difficulty bending or using the leg or arm. Area was cleaned up and the floor mat was moved to the location in question.
 - Sports related
 - None to report
 - Students
 - None to report
6. Lab Update
- Lab Sharing Protocol in place – revisions to this document are done as required
 - Latest revision is regarding transporting items to and from the Lab to facilitate field research or between Campuses (Orillia Campus and Georgian College)
 - Includes items such as who to contact when visiting the Lab, signing in and out with Security
 - Protocol has been sent to Security and Physical Plant for review
 - Security has a list of who may access the Lab. Security must know who has accessed the Lab and when
7. Items for Discussion
- No new items to discuss
8. Adjournment/Next Meeting.

- Next meeting May 4, 2021
- Meeting adjourned