

# Joint Health and Safety Committee

**February 24, 2020**  
**1:00 pm – 2:30 pm**  
**OA 3041**  
**500 University Avenue**

## Minutes

Regrets: Frank Cappadocia, Elana Weber, Chris Murray, Tim Rowe, Vicki TeBrugge

In Attendance: Sarah Batley, Chris Gouett, Shannon Scott, Carolyn Rimkey, Chris Glover, Theresa (T-Bird) Prisciak, John Siecker, Sree Kurissery, Rosa Fabiano, Bernadette Pickles

Guest: Kevin Willison

1. Approval of Agenda

Approver: Sree

Secunder: Sarah

Moved

2. Approval of the Minutes from last JHSC meeting – November 12, 2019

Approver: Carolyn

Secunder: Rosa

Moved

3. Items Arising from the Minutes (last meeting)

- Panic Buttons
  - Security may have funds to purchase panic buttons – will follow up with management
  - Looking at pricing
  - Buttons would be signed out through Security – the buttons make a loud sound when used
- Heavy Doors
  - Question whether this was a general complaint about doors or specific to one set of doors
  - If specific the concern can be passed along to Accessibility and Physical Plant for follow up
  - Third floor photocopy room was mentioned as one of the doors that is heavy – Chris Glover will follow up
- Slips/Trips/Falls
  - Reminder to staff to be aware of conditions outside when walking
- Naloxone

- Training session offered at the end of January, 2020 – well attended by Students, Staff, and Faculty
- Another training set for September, 2020
- Noted that Naloxone kits do have an expiry date. They will still work however may not be as effective. Expired Naloxone kits can be exchanged for new ones

#### 4. Injury and Accident Report

- Staff
  - Three slip/trips/falls. One reported no injury, one fell and hit head – declined medical aid, and one fell while working off campus and required medical aid. This injury resulted in a fractured kneecap (critical injury). Ministry of Labour was informed and investigated.
- Sports related
  - One student ran into the net during a hockey game and injured thumb
  - One student received a knee to the head during a soccer
  - In both cases medical attention was recommended. Students followed up with by Athletics. Will not be able to play until medically cleared
- Accident/Incident Reporting
  - Reminder when filling out reports that they are to be filled out completely and with as much detail as possible
  - Information on forms should be written so that people who are not familiar with the campus can understand them
- Ministry of Labour Visit
  - The Ministry of Labour inspector came to campus to discuss with HR the fractured knee critical injury which happened offsite to an employee. HR conducted an internal investigation and provided a report to the MOL inspector complete with follow up communications to the employee and their supervisors.
  - The inspector provided a summary narrative which has been posted on the H&S Board throughout campus.

#### 5. Lab Update

- Technical staff have been keeping lab information updated, including continuing to ensure that mandatory training (for the labs specifically) is being completed.
- Concern about lab storage is ongoing
- No incidents/accidents to report
- Bio Safety permit has been completed
- Working on safety audit for lab

## 6. Items for Discussion

- HVAC at Heritage Place
  - There have been a number of student complaints regarding air quality at this location
  - The University is responding by having air quality testing undertaken by a third party
  - Testing is scheduled for March 4th when students and staff are using the space
  - Results of audit will be discussed with University administration and the landlord
- Training Update
  - HR is requesting managers to follow up with their staff regarding mandatory training which hasn't been completed
  - An online version of the "In Person" Orientation has been created in order to provide greater accessibility and flexibility for staff to access.
- Fire Plan
  - The fire plan for University Ave campus is being updated by HR, Physical Plan, Security, Residence and Conference Services, and the Bookstore
  - Plan should be complete by the next JHSC meeting
- Orillia Campus Health and Safety Website
  - Committee has been asked to review the website and advise of any changes that should be made
  - Link will be sent out to the committee
- Lab Related Waste Disposal
  - Sustainability Sciences Department pays for the disposal. Many different departments dispose waste
  - Chris Glover will speak with Kathy Pozihun regarding this
- JHSC Future Meetings
  - The meetings for the next year will be sent out soon
- Coronavirus
  - Health and Wellness spoke about Coronavirus
  - Handwashing signs in washrooms have been updated
  - Information on the Student Health and Wellness Website regarding the virus
  - Campus will be following Public Health Guidelines regarding the virus
- AED Defibrillator at Heritage Place Campus
  - Kevin Willison joined the meeting to discuss an AED Defibrillator being installed at the Heritage Place Campus
  - Kevin has presented a donation to Lakehead University to go towards the purchase of the unit

- Motion: The JHSC endorses installing an AED Defibrillator at the Heritage Place Campus
  - First: Sree
  - Second: Rosa
  - Motion Carried
- Chris Glover will discuss this with Senior Management
  - Funding for the unit
  - Further maintenance costs will be discussed as well
- Health and Wellness will discuss with their department as well

7. Adjournment/Next Meeting.

- Next meeting in May, 2020
- Meeting adjourned