

Joint Health and Safety Committee

July 19, 2018
1:00 pm – 2:30 pm
OA 2005
500 University Avenue

Minutes

Regrets: Rosa Fabiano, Bernadette Pickles

In Attendance: Vicki TeBrugge, Frank Cappadocia, John Siecker, Theresa (T-Bird) Prisciak, Chris Murray, Tim Rowe, Chris Gouett, Carolyn Rimkey, Elana Weber, Sree Kurissery, Jeff Tremblay, Shannon Scott

1. Approval of Agenda

Approver: John

Seconder: T-Bird

Moved

2. Welcome Shannon to the Joint Health and Safety Committee

3. Approval of the Minutes from last JHSC meeting – April 12, 2018

Approver: Jeff

Seconder: Sree

Moved

4. Items Arising from the Minutes (last meeting)

- Eyewash Station

- John has done a walkthrough of the area
- He will speak with Rosa regarding the concerns

- Residence Flood

- Repairs mostly complete
- Some outstanding items
- There are ongoing discussions with the builders regarding what happened

- Table Top Exercise – Update

- Frank and T-Bird will review the suggestions from the group and create some scenarios to try at the next meeting
- The committee will be split into two groups to try the exercises
- People in the groups are given roles and as a group determine what they would do in the situation

- The response time of the group would be 15 to 20 minutes
 - Part way through the exercise an unexpected item may be added
 - Look at what info can be shared and why
 - After the exercise there is a debrief with both groups
 - Cases are based on events that have happened or could happen
 - In debrief look at what we got right/missed
 - Decide if process would change if certain groups are involved (President, Principal, Media)
 - Will extend next JHSC Meeting to complete one or two scenarios
 - An example of a scenario was the Active Shooter Exercise – a lot was learned from the experience and improvements to the system were made
5. Injury and Accident Report (Note: Reviewed all injury and accidents from the last six months so that Shannon is aware of them)
- Security – guard was pushed by a student. There were no injuries.
 - Staff – tripped on steps in front of residence – no injuries
 - Student – slipped in lab. Small cut from scalpel. Cut on finger was treated. No follow up was required
 - Student – fell off bike during field trip – twisted ankle – follow up with student via email

There was a discussion regarding student athletes. If a student athlete is injured during practice or play then a report is completed and filed with the Athletics Department. If an employee or a coach is involved then it should be reported to Athletics and Human Resources.

6. Lab Report

- All lab incidents/accidents are reported to the Joint Health and Safety Committee to be discussed and in minutes
- Lab users have become more attentive/diligent through training
- There is a lab review during team meetings
- One identified issue is that there is not separate research lab. There can be research and coursework occurring in the same space
- Everything in the lab has to be labelled
- Joint Health and Safety Committee will help with communication
- Lab is busy with research and coursework
- Lab is currently updating items such as labels to be compliant
- Lab is ensuring that all mandatory training is up to date

- Preparations for the fall semester is underway
 - Inventory of the lab is being taken to see what needs to be ordered
 - There will be a training session for Security Staff in the near future – the purpose of this training is to:
 - Show security what goes on in the lab
 - Safety features
 - Safety data sheets
 - Where things are in the labe
 - The lab communicates with security frequently to help with monitoring
 - The lab and security have a good working relationship
 - There is now a separate lockable container in the lab to keep items separate
7. Adjournment/Next Meeting.
- Next meeting will be scheduled for October 10, 2018 1 – 4pm. Room to be determined.
 - Motion to adjourn
 - First: Elana
 - Second: Vicki