

Joint Health and Safety Committee

Tuesday March 8, 2016
2:00 pm – 4:00 am
OA 3007
500 University Avenue

Minutes

Regrets: Samantha MacLean

In Attendance: Tim Rowe, Chris Murray, Rosa Fabiano, Theresa Prisciak, Carolyn Rimkey, Victoria TeBrugge, Elana Weber

Management in Attendance: Frank Cappadocia, John Siecker

Guests: Nathan Gardner, Chris Gouett

1. Approval of Agenda

Approver: Elana Weber

Secunder: John Siecker

Moved

2. Approval of the Minutes from last JHSC meeting – October 19, 2015

Approver: Rosa Fabiano

Secunder: Theresa Prisciak

Moved

3. Items Arising from the Minutes (last meeting)

- Online Training for Health and Safety – Tim had not spoken with Jenny regarding this. If there are issues with the Online Training for Health and Safety Chris Gouett will speak with Tim.

4. Injury and Accident Report

- Employee injuries – none since the last meeting
- Student injury – One student injured during a number of fainting spells in the Commons Area. She was assisted by Security. She was wheeled in an office chair to a friend's vehicle and taken to hospital. The Student followed up with Security that she had a concussion from the fall and is recovering.

5. Items for discussion

- Wheelchair discussion
 - The recent Student Injury provided an example of the potential benefit of having a wheelchair on campus

- Theresa and Elana have contacted the Thunder Bay campus to learn about their wheelchair usage and processes.
- Through research they have learned that a wheelchair costs \$300 - \$600 to buy. There is a yearly inspection that is to be done on the wheelchair. Shoppers Drug Mart is able to provide the inspection service. The wheelchair must have a visual inspection completed each time it is used.
- Discussion about the wheelchair has been between Accessibility, Security, Health & Wellness, and Human Resources
- While the cost to buy the wheelchair is not at issue. The questions regarding the wheelchair will be maintenance of the wheelchair and developing processes for use
- Theresa would like the wheelchair be for 'in house' use only. Elana noted that Thunder Bay allows their wheelchair to be loaned out
- Theresa discussed the need for an inspection sheet to create a uniform policy
- John noted that liability should be considered – Employee and Student
- Victoria questioned if two wheelchairs should be purchased. One for HP and one for the 500 University Campus
- The group asked if we should rent or buy the wheelchairs? Elana and Theresa will find out the costs for each option and report back to Frank
- Storage of the wheelchair for 500 University – 'Splash room' at 500 University was discussed. This room may be converted for another purpose and not available to store the wheelchair. Another room for storage could be the old Health and Wellness Room in the Academic Building. OA1023.
- The HP wheelchair could be stored in the Boardroom
- It was concluded that there is a need for wheelchairs on the two campuses. Elana and Theresa are going to look at the costs and processes and report back to Frank
- Student Illness on Campus - In the event that a Student is ill on campus and requires transportation to the hospital
 - The best option is an ambulance
 - If the Student refuses an ambulance – Lakehead University Staff are not allowed to drive the Student to the hospital
 - The Student may have a ride with a friend who is not a Lakehead University Staff Member or Volunteer
 - At the discretion of the Staff Member – they may pay for the Student to take a taxi to the hospital. The receipt for the taxi can be submitted to Administration Office on campus for review. The Student is advised to call the University once they have reached the hospital
- 'Splash' bathroom first floor Academic Building
 - Might become an inclusive bathroom – discussion ongoing
 - Might become a First Aid room. It would only store First Aid equipment and materials. It would have to be labeled correctly to avoid confusion
- Labs – No issues

- Uneven concrete – John told the group that he will arrange for orange spray paint to mark uneven spots on the concrete. It was agreed that this method has worked in the past
- Parking Lot
 - The snow removal company apologized for the issues that occurred during the last significant snowfall
 - John informed the group that even though there was less snow this year – the attention to the parking lot during frequent freezes and thaws must be the same
- Texting and walking – It has been noted that there is an increase of texting and walking near misses. This practice should be addressed
- While Elana is on Maternity Leave Nathan Gardner will be ordering First Aid materials for the campus

6. Adjournment/Next Meeting.

- Next meeting will be scheduled for early June, 2016.