

Joint Health and Safety Committee

Wednesday December 10, 2014

2:00 pm – 3:30 pm

OA 2014

500 University Avenue

A G E N D A

In Attendance: Time Rowe, Samantha McLean, Theresa Prisciak
Rosa Fabiano, Jenny Gomes, Elana Martins, Kelli MacCulloch,
Frank Cappadocia, Carolyn Rimkey, John Siecker, Victoria Te Brugge

1. Approval of Agenda
Motion to Approve Frank, T-Bird Second - Moved
2. Approval of the Minutes from last JHSC meeting – September 24, 2014
Motion to Approve: Elana, John Second – Moved
3. Items Arising from the Minutes
T-Bird: lighting cameras in smoking area – still no funding that will support
4. Injury and Accident Report (Jenny)
Trip and Fall individual who tripped over cords under the desk. Jenny will follow up with Tim in regards to cord organization under the desk.
Residence does room checks to insure that the room is free of hazards and other items that can be at risk.
5. Items for discussion
 - Workplace Inspections – completed in early October 2014; no major issues.
 - Looks good. Residence had some small areas of improvements, they have been rectified.
 - “Don’t block the door” signs were put up in emergency areas in classrooms.
 - In Progress – De-cluttering rooms. Action: Carolyn will send an e-mail out to faculty to help ensure emergency doors are not blocked, areas are covered, and furniture should be laid out in accordance to health and safety.
 - Action Item: John and Jenny Emergency Plan Layout plans for each classroom that is laminated and posted in each room
To ensure health and safety is followed.
 - Action Item: Jenny and T-Bird contact the fire department for “closest emergency door layout” to be posted in each classroom and stairwell
 - JH&SC Part 1 & 2 certification is scheduled for February 17, 18 & 20. More information to follow.
 - During the reading week: Vicki, Elana, Rosa, John and Sam. Kelli attends level 2
 - Jenny will send the information to all who need to attend.
 - Action: Find out how many can max the session and then speak to
 - Fire drills (T-Bird) – HP and Simcoe Hall
 - 2 more fire drills to go. HP: 4min to exit; Simcoe Hall: 3mins
 - Residence Students: once a month drill: working on getting students to get out quicker and treat it as a serious matter.
 - Ebola Virus in Universities
 - Follow up on action Item: County of Simcoe Health Unit Hand Wash stickers
 - T-Bird ordered masks for her team. Elana will get sample sticker for hand washing to John

JOINT HEALTH & SAFETY COMMITTEE

MEMBERSHIP:

Worker Representative(s):

Christopher Murray
Carolyn Rimkey
Tim Rowe
Samantha McLean
Theresa Prisciak
Victoria Te Brugge
Elana Martins
Rosa Fabiano

Management Representative(s):

Frank Cappadocia
John Siecker
Jenny Gomes
Kelli MacCulloch

- Elana to check Katie's files for Flu Awareness message
- First Aid Kits – Follow up to see if they are being checked.
 - SPI – North Bay First aid Supplies
- Winter Driving Program: Preventive winter driving with Drive Wise along with winter awareness
 - Elana met with the OPP to talk about session and PowerPoint for staff, students and faculty.
 - Frances has the DriveWise Program down to HP. Elana will look at how to get another session at the campus
- Preventing slip, trips and falls – John Siecker
 - CURIE – Co-Op for insurance for universities. Slips, Trips and Falls: Most cases here were due to improper footwear or taking a non-groomed path.
 - Remind staff and faculty that if your vehicle is stuck in the snow to help you get pushed out by a tow truck; security is not responsible.

6. Adjournment/Next Meeting

Next Meeting: March 2015

Motion: Victoria