

Lakehead University
Joint Employee-Management Occupational Health & Safety Committee
Office and Classrooms

Minutes

September 29, 2016

Start: 3:12 p.m.

Human Resources Meeting room

Present

Employee Members

Cindy Haggerty (COPE)

Shanon Arnold (Schedule II)

Dr. Wa Gao (LUFA)

Laura Rovere (Schedule II)

Management Members

Leslie Malcolm, Director (CEDL)

Regrets

Sue Viitala (Schedule II)

Ursula MacDonald (Ex-Officio member)

1. Outstanding Business

A) Shanon spoke about Asbestos Audits. The 2016 list from the 2015 asbestos audit is now being created and once that is completed, the work will begin in the 2016/2017 fiscal year.

Aug.05, 2016 – no new updates Shanon is continuing to work on the list.

Sept.29, 2016 – no progress to report.

B) The 2016 asbestos audit is still on going. Shanon proceed to explain to Deli and Laura how the asbestos audit works and what it is exactly as they were not clear on the process.

Aug.05, 2016 – the audit is ongoing. The contractor is physically on campus for this purpose.

Sept.29, 2016 – the 2016 audit is completely finished except for mechanical rooms which will be completed next week.

C) Ursula spoke about wanting to organize a wellness fair sometimes in the fall that is geared toward the employees. Ursula requested that employees speak to their respective units and email their suggestions as to the kind of services the employees would like to see at the fair.

Sept.29, 2016 update – Ursula will check about the availability of the Agora. Laura R and Shanon A are willing to help Ursula with organizing the event.

D) Ursula advised that Physical Plant will begin testing dust for asbestos content in CB, UC and Ryan Building. As part of the review undertaken by Pinchin the University will test various locations for asbestos content in settled dust. Hugh would like 2 members from each JHSC to volunteer to be a part of sub-committee which will then make recommendations on locations for testing. Pinchin has recommended testing at least 3 areas per each air handling unit. Members interested in being on the sub-committee please contact Ursula.

Sept.29, 2016 – The sub-committee has met twice. We will meet again to hopefully make final location choices, and have a brief asbestos review.

E). Ursula provided the Committee with copies of a letter from Dr. Lionel Catalan regarding a safety concern he has raised about the ceiling in front of his office. As the Committee had many questions and wanted to focus entirely on the letter a special meeting of the Committee was called for Wednesday, August 10, 2016

Sept.29, 2016 – the area of concern as raised by Dr. Catalan has been put on the list of the areas where dust and air will be tested for asbestos content as per Pinchin recommendation and as noted under point D in these minutes.

2. Inspections

- Next inspections for:
- Residence Offices, Ryan Building, Braun Building,
- Greenhouse, PACI, Nursing Building, Lot 5 Research
- Library, Field/Hangar

3. Injury and Accident Reports

- A member of the Education department scratched her eye with an envelope when she lifted the envelope and somehow brought it close to her eye. Medical aid.

Ergonomic Assessments;

So far this year, (mid Sept.) we have had 23 ergonomic assessments completed with many purchases of new chairs, keyboard trays and some other small items.

4. New Business/Open Discussion

1. Two members of the Committee are now registered to take Part 1 certification training at the end of November/early December. This three day session is only the first part, they will be required to take Part 2 in order to become fully certified. Ursula will endeavor to find a Part 2 course as soon as the members have successfully completed Part 1.

2. Ursula introduced Dr. Wa Gao a faculty member who will be representing LUFA and replacing Dr. Deli Li for whose service we send many thanks.

3. Forum north – a safety conference will be taking place on November 01 and 02, 2016. Anyone interested in attending should discuss it with their supervisor and then contact Ursula.

4. A faculty member in CB has found a clump of debris in the office. The debris was tested and the results confirmed that the clump did contain asbestos fibers. The dust in the office was also tested and it did not contain asbestos. The faculty member has been moved out of the office. Physical Plant will undertake a thorough examination of the office space to ascertain a possible way the debris came into the office space.

Next meeting: November, Date to be determined (Friday)
Time: 10:00 a.m. in HR meeting room
Human Resources Meeting Room



Worker Co-Chair



Management Co-Chair

Oct 17/16

Date

Oct 17, 2016

Date