

**Attendance September 2014 – August 2015**

Meeting dates 2014 – 15		9.15	10.6	11.3	12.1	1.5	2.2	3.2	4.13	5.4	6.1	7.6	8.11
Affiliation	Representative												
<b>Core Group for Quorum</b>													
Trades	Pat Barringer, (WR) Co-chair	X	X	X	X								
Warehouse/ Purchasing	Julie Gemin (ER) Co-chair	X	A	X	A								
Adventure Studies	Iain Stewart-Patterson (WR)	A	A	X	X								
APA/Admin	Waldemar Miszkurka (ER)	X	X	X	A								
Culinary Arts	Ed Walker (WR)	A	A	A	A								
CUPE 4879	Bart Cummins (WR)	X	A	X	A								
- alternate	Gord Maurits (WR)	A	X	A	X								
Facilities	Lincoln Chua (ER)	X	X	X	X								
- alternate	Warren Asuchak (ER)	A	A	A	A								
Health & Safety	Stacey Jyrkkanen (ER)	X	A	A	A								
	Gordon Maurits (WR)	X	X	X	X								
Science	Susan Purdy (WR)	X	X	X	X								
Security	Ken Tessier (c)	X	X	X	X								
TRUFA	Joanna Urban (WR)	A	A	A	A								
VPA	Lloyd Bennett (WR)	X	A	X	X								
Student Services	Sharon Munk, (WR)	-	X	X	X								
Human Resources	Bernie Mahoney (ER)	X	A	X	A								
Wellness	Sharon Munk (WR)	A	X	X	X								
<b>Auxiliary Members</b>													
<b>Moderate Risk Building sub-committees</b>													
CAC		-	-	-	-								
Clock Tower	S. Klassen (WR) – on leave	-	-	-	-								
McGill Residence	Tammy Desrocher (c)	A	A	X	A								
TRU Residence	Joel Ingram (c)	X	A	A	A								
<b>Low Risk Building sub-committees</b>													
Arts & Education		-	-	-	-								
Gym		-	-	-	-								
International (Temp)	Gaye Dunkley (WR)	A	X	X	X								
Library	Mark Hardy (WR)	X	A	X	X								
Open Learning		A	X	A	-								
TRUOLFM		-	-	-	-								
TRUSU		-	-	-	-								
<b>Other Members</b>													
Recording Secretary	Debbie McNichol	X	X	X	X								
Director, Risk Management	Jacquetta Goy	X	X	X	X								

X=Present P= Proxy received A=Absent

Call meeting to order – Pat Barringer

	<b>Adopt minutes from last meeting –</b>	
	<b>Adopt agenda – Lloyd Bennett / Ken Tessier</b>	
<b>Item</b>	<b>Description</b>	<b>Responsible</b>
<b>Status</b>		
<b>Updates on Safety Committees</b>		
	Ken Tessier – Security – nothing to report	
	Mark Hardy – Library – Safety committee met a few weeks ago, noted that there is no safety committee in HOL, there is one in the main library. Few concerns about the smoking area by the main library, picnic table was requested by library staff for them to have lunch and now this is a DSA which makes it unsuitable for them to use for their lunches. All phone labels have put on phones in HOL library and main library. Library often does displays for NAOSH weeks and will do so again. Feel they are in compliance with desktop printers - mostly use the large photocopier.	
	Lloyd Bennett – Visual and Performing Arts – Everything back in order after the flooding and are doing their walk-throughs, sending reports in electronically. Smell from cooking area on 2 <sup>nd</sup> floor is on hold, can't do anything about this right now – no ducts above for ventilation.	
	Susan Purdy – Science and Environmental Committee – DSA/table has been moved – new location by parking lot on east side of building. Not close to any windows or doors. Looking at ideas for contractors on site – especially up in Animal Health – possibly wearing ID badges. NMR light has been approved and will be installed.	
	Pat Barringer – Trades – Trying to get more members for their safety committee. Discussions around desktop printers.	
	Jacquetta – Risk Management - Meeting with MarCom for more materials for the anti-smoking week in January. Will pass along any ideas	
	Lincoln Chua - Facilities – nothing to report	
	Iain Stewart-Patterson - Adventure –Not much happening right now	
	Gaye Dunkley – International Building - Nothing to report	
	Sharon Munk – Wellness and Student Services – Student services has been very busy seeing students – no concerns at this time	
<b>Minutes</b>		
1	<b>Chemistry prep room and chemical bunker project</b> Stantech report came in and risk analysis has been done. Feedback has been received from Administration. Right now looking where it sits risk wise and seeing if this is something that needs to be done now or if it can wait – looks as though it will be in the \$200,000 range for bunker.	<b>Stacey Jyrkkanen</b>
		Continued Open
2	<b>Emergency phones/Info Labels</b> Mechanics office said they didn't receive the labels – Gord will double check.	<b>Stacey Jyrkkanen</b>
		Continued Open - labels  Action: Stacey and Gord

3	<p><b>NAOSH Week 2015      Gordon Maurits</b> Library willing to help with display. In January Gord would like to set up a sub-committee to work on NAOSH week – get ideas, what resources are needed. Put in a MarCom request. MarCom has also suggested putting together a Health &amp; Safety blog.</p>	Update  Action: Gordon & committee reps
4	<p><b>Smoking      Stacey Jyrkkanen</b> Chelsea Corsi and Janine Chan will be putting information together for anti-smoking week in January. Will be information in OM, IB. Respiratory Therapy students are busy working on this. Good time to introduce this information for new students starting on campus. Finding that most people are adhering to the DSAs.</p>	Open
5	<p><b>Office printers:      Susan Purdy</b> Discussion around phasing out the desktop printers with the Environmental Committee - working with purchasing. Going to put out an awareness campaign so people know the risks.</p>	Closed
6	<p><b>Student spitting on campus      Waldemar Miszkurka</b> Jacquetta hasn't had a chance to speak with Chelsea yet about how to deal with this situation.</p>	Open
7	<p><b>Student crosswalk by Science Building      Pat Barringer</b> Gord has looked and there are 5 crosswalks. Gord doesn't feel that a sign at every crosswalk will make a difference – too many signs and people won't "see" them any longer. Is it possible to put an amber light at each end alerting people to the area? In spring may be able to put the white crosswalk marks on the roadways – instead of the current two lines. Another possibility is to put in larger speed bumps to slow people down. Gord will bring to Warren's attention. Very dark this time of year – hard to see people. Sign noting crosswalks and to slow down, maybe put in another 30 km speed sign. Gord has emailed speed watch and is waiting to hear back from them. These near misses need to be reported which makes things easier moving forward - quick email or phone call to Gord, Stacey or Jacquetta will help. Maybe install signs that say "high pedestrian zone".</p>	Open
<b>Health &amp; Safety Report - Gordon</b>		
	<p><u>November Summary:</u></p> <ul style="list-style-type: none"> <li>• Reportable – 1 (slip and fall)</li> <li>• First aid – 1 (bruising to head)</li> <li>• Recordable – 0</li> <li>• Environmental – 0</li> <li>• Near miss – 1 (Smoke in IB), 1 (false fire alarm in Williams Lake)</li> </ul> <p>Work Safe Claims in November – 1 Incident investigations completed in November – 0, 1 pending</p>	

	<p>For the near miss (smoke in IB) – Gaye was wondering what the proper procedures should be. They called switchboard and were told that Facilities would send over a fan to help clear out the smoke. No smoke detectors went off – there are heat sensors and this would have started the sprinklers. Fire alarm should have been triggered so that the floor was evacuated. Smoke was very bad and they themselves evacuated the floor and had them move out of the office area. Luckily by unplugging the electrical cord the fire stopped so it didn’t get any worse - could have been a whole lot worse. Gord will follow-up on this incident. Everyone opened up the office windows to air out the area which helped.</p> <p><u>First Aid breakdown for students in November:</u></p> <ul style="list-style-type: none"> <li>• Trades – 3</li> <li>• Trades WL - 1</li> <li>• Adventure Tourism – 0</li> <li>• Culinary Arts – 1</li> <li>• Nursing – 1</li> <li>• Nursing WL - 0</li> <li>• Respiratory Therapy – 0</li> <li>• Sciences - 3</li> <li>• VPA – 2</li> <li>• International – 0</li> <li>• Other – 5</li> <li>• Contractor - 1</li> </ul> <p>WorkSafe Claims from students – 0                  Contractor Work Safe Claim - 1</p> <p>Now that weather is getting colder, time to mention to people to be more aware of what they are doing, watch where they are walking.</p>	
	<p><b>Stacey Jyrkkanen/Gordon Maurits report:</b>                  There was nothing to report for November.</p>	
<b>Accident Investigations</b>		
1		
2		
Next meeting at 2:30 pm on Monday, January 5, 2015 in TRUSU Boardroom		

Adjourned at 3:21 pm –Ken Tessier / Susan Purdy adjourned