

TRU - Williams Lake Campus

Occupational Health & Safety Meeting

Minutes

Date: Feb 8, 2010 Time: 3:00 p.m. Place: Room 1256

1. Attendance: Chris Montoya, Randy Underwood, Ken Poulsen, Tom Hewett, Bruce Jenkins, Christina Nilsen, Julie Bowser, Betty Turatus, Pat Biblow, Mike Shields
2. Call to order: 3:00 pm
3. Minutes from last meeting:
 - B. Jenkins motioned to accept the minutes with the corrections. T. Hewett seconded. Voted and carried.
4. Additions/Adoption of Agenda:
 - Carpentry Shop – K. Poulsen
 - Smoking Mess – T. Hewett
 - Library vandalism
 - B. Jenkins motioned to accept the addenda as presented. C. Nielsen seconded. Voted and carried.

Review of Current Items:

1. Air Quality testing – The air quality was well below industry standards.
2. Lock on Compound Gate – concerns with traffic in Compound during class time was broached. This is especially a concern with delivery of supplies. Trades are working on ideas as locking the compound raises fire safety issues.
 - B. Jenkins motioned to table this item pending more investigation. Seconded by T. Hewett. Voted carried.
3. Due Diligence Training - Action Mike, February 17, 2010. – 12 people registered so the workshop will be a go.
4. Defibrillator for TRU WL Campus- C. Nilsen emailed a report on her research.

ACTION - C. Nilson will follow up with John Sparks' office to about procuring an AED and the liabilities for using it at eh WL campus.
5. Confine Space- T. Hewett still has not received training.
6. B. Jenkins motioned that T. Hewett be enrolled in the April Industry Recognized Certificate Training and TRU cover the fee and T. Hewett's pay for the two week program. J. Bowser seconded. Voted, 1 opposed – carried
7. MSDS Website Bookmarked – Tabled due to R. Higgins absences
8. Tool Crib - metal shelving – to be added to the Capital Fund requests
ACTION: P. Biblow to make sure it is added
9. WHMIS Compliance – email was sent out - DONE
10. Review of past minutes for compliance/completion – checked minutes from Nov. 2008 to present. Most items have been completed but not necessarily in a timely manner. Discussion was to ensure outstanding items were reviewed monthly. Change of Agenda titles to be:
 - a. Outstanding Items
 - b. Current Review
 - c. New Business

11. Proactive OHSC ☺ Ideas: Spray Water Fountains? DONE

New Business:

1. Carpentry Shop – safety use of power tool with guards etc, are not being done by user groups (non-course students), K. Poulsen would like a sign in the carpentry shop that reads “ authorized personnel only”; suggested that lock –outs on all equipment be used.

M. Shields motioned that trades puts up sign for equipment uses on all doors and windows stating “authorized personnel only, please contact instructor”. K. Poulsen seconded; voted, carried.

ACTION: K. Poulsen to research what is needed to lock out each power tool.

B. Turatus to order signs from Worksafe

2. Smoking mess – still an issue

B. Jenkins motioned to have smoking areas moved from the front to the back of the building. K. Poulsen seconded, discussion resulted in an amendment to the motion to be: B. Jenkins

Amended motion B. Jenkins motioned to have smoking areas moved from the front to the back of the building as a pilot and to be enforced by management. Voted, carried

ACTION: B. Jenkins to ask Grace to move the area after construction of the Gathering Place has been completed.

3. Library vandalism – recently there has been some campus vandalism where there have been toilet issues; ceiling tiles in the computer labs were removed and damaged.

J. Bowser motioned to have cameras installed in the computer labs. K. Poulsen seconded.

Discussion was raised concerning privacy of students and a suggestion of having lab monitors hired for each lab. Another suggestion was to only have one lab open at a time I the evenings. Discussion resulted in an amendment of the motion to be:

J. Bowser motioned to have ‘dummy’ cameras installed in the computer labs with additional signage noting the labs are under surveillance. K. Poulsen seconded. Voted, 1 opposed, carried

4. Bed sheets in First Aid room – sheets were donated by the Nursing lab and will be cleaned with their laundry.

Next meeting: April 12, 2010

Adjournment: 3:58 pm