

Attendance September 2013 – August 2014

Meeting dates 2013 – 14		9. 9 NOT HELD	10. 7	11.4 NOT HELD	12.2	1. 6	2.3	3.3	4.7	5.5	6.2 NOT HELD	7.7	8.18
Affiliation	Representative												
Core Group for Quorum													
Student Services	Duane Seibel, (ER) Co-chair		X		A	X	A	X	X	X		X	
Trades	Pat Barringer, (WR) Co-chair		A		X	X	X	X	A	X		X	
Adventure Studies	Iain Stewart-Patterson		A		X	-	-	X	X	A		A	
APA/Admin	Waldemar Misazkurka (ER)		X		X	A	X	A	A	A		X	
Culinary Arts	Ed Walker (WR)		A		A	A	A	A	A	A		A	
CUPE 4879	Wilma DeJong (WR)		X		X	A	X	A	X	A		A	
- alternate	Ann Scott (WR)		X		A	X	A	A	A	X		A	
Facilities	Lincoln Chua (ER)		X		X	X	X	A	X	X		A	
- alternate	Warren Asuchak (ER)		A		A	A	A	A	A	A		A	
Health & Safety	Stacey Jyrkkanen (ER)		A		X	X	A	X	X	X		X	
	Gordon Maurits (WR)		X		X	X	X	X	X	X		A	
Science	Susan Purdy (WR)		X		A	X	X	X	X	X		X	
Security	Ken Tessier (c)		X		A	X	A	X	A	X		X	
TRUFA	Joanna Urban (WR)		A		A	A	X	X	X	X		A	
VPA	Lloyd Bennett (WR)		X		X	X	X	X	X	X		A	
Warehouse/ Purchasing	Julie Gemin (ER)		X		X	X	A	X	X	X		A	
Human Resources	Bernie Mahoney (ER)		-		-	-	A	X	X	X		A	
Wellness	Chelsea Corsi (WR)		A		A	A	A	A	A	A		A	
Auxiliary Members													
Moderate Risk Building sub-committees													
CAC			-		-	-	-	-	-	-		-	
Clock Tower	S. Klassen (WR) – on leave		X		A	A	X	A	-	-		-	
McGill Residence	Tammy Desrocher (c)		A		A	A	X	X	-	X		X	
TRU Residence	Joel Ingram (c)		A		A	A	X	X	X	X		A	
Low Risk Building sub-committees													
Arts & Education			-		-	-	-	-	-	-		-	
Gym			-		-	-	-	-	-	-		-	
International (Temp)	Gaye Dunkley (WR)		A		X	A	X	A	X	X		A	
Library	Mark Hardy (WR)		-		-	-	X	X	X	X		X	
Open Learning	Ann Scott (WR)		X		A	X	A	A	A	X		X	
TRUOLFM			-		-	-	-	-	-	-		-	
TRUSU			-		-	-	-	-	-	-		-	
Other Members													
Recording Secretary	Debbie McNichol		X		X	X	X	X	X	X		X	
Director, Risk Management	Jacquetta Goy								X	X		X	

X=Present P= Proxy received A=Absent

	Call meeting to order – Pat Barringer	
	Adopt minutes from last meeting – Stacey Jyrkkanen/Ken Tessier	
	Adopt agenda – Stacey Jyrkkanen/Susan Purdy	
Item	Description	Responsible
Updates on Safety Committees – No updates were done in July		
	Julie Gemin – Purchasing and Facilities	
	Joel Ingram – TRU Residence	
	Mark Hardy – Library	
	Lloyd Bennett – Visual and Performing Arts	
	Tammy Desrocher – McGill Residence	
	Gaye Dunkley– International Building, TRU World	
	Bernie Mahoney – Human Resources	
	Susan Purdy – Science and Environmental Committee	
	Pat Barringer – Trades	
Minutes		
1	Chemistry prep room and chemical bunker safety Maurits July 7, 2014 – The draft report was received from Stantech and Stacey has forwarded to the Science Safety Committee for feedback. Stacy will take her feedback and Science’s feedback and will give back to Stantech. By the end of July we should have a final report from Stantech.	Stacey Jyrkkanen/Gord Continued Open
2	Emergency phones July 7, 2014 – All phones have now been installed, tested and are working. Email went out to TRU Announcements on June 19 th letting everyone know how to use the phones. There was confusion between the information and emergency buttons. Will have a label applied to new phones to help with this confusion. Telus phones that have “S” for security, will be made more visible. Stacey will report back when complete.	Stacey Jyrkkanen Continued Open
3	NAOSH Week July 7, 2014 - Heads up for next year – would like more committee involvement during the week and it would be good if each of the safety committees can come up with an idea of what they can do for NAOSH week. Would like to have a bunch of different activities that can be done each day of the week. Stacey will bring in some ideas to the group that have been done at other places.	Gord Maurits Update
4	Safety & Emergency Management July 7, 2014 – Stacey wants to redefine the Health & Safety role for campus, change the perception for everyone at TRU, this includes branding, communications and accountability. Health and Safety is not just about Gordon and Stacy, but about everyone. Need to get everyone to take more responsibility. Now there is a huge component in emergency management.	Stacey Jyrkkanen Open

	<p><i>Safety and Emergency Management</i> was the name that seemed to be most popular and makes most sense.</p> <p>Over the summer everyone can think of ideas about Safety and Emergency Management and what different parts/components of the program should look like, also what are their department roles and how to they fit:</p> <ul style="list-style-type: none"> • Health is part of safety, yet health seems more tied with Wellness. People need to understand that Stacey and Gord haven't stopped any of their previous roles • Ergonomics still part of their roles • WorkSafe still very much part of their duties • Stacey will send out to the committee some of her and Gord's duties so the committee is aware of them • What should a successful program entail? Need to focus on the program and what the committee sees it doing moving forward. What new things can they do? Have to meet WorkSafe requirements as a minimum but what else can they do? • Environmental impact – possibly reduce the amount of chemicals that are used on campus • Chemical and biological safety? • Have had a focus on trades safety – make everyone follow the same procedures • Certificate of recognition – safety and emergency sides (3 year plan) • How can we get people across campus more involved in safety? Don't want just the bare minimum. Want people to be excited, more proactive • TRU website, Facebook, twitter, public service announcements on TVs around campus • Utilize internal media - constantly put out information • Important that students are also aware of what the program involves – know what they can do if they get hurt, etc. • We are looking primarily at employees but we also need to look at everything we do and keep students in mind • From library point of view the emergency preparedness program is very important as well as security • Need to clarify as to who does what and that everyone is doing their part • We need to keep in mind what is very important – what can we get the safety committees to do? Maybe we should have reps by School/Faculty and not just by building as some are spread over many different buildings • Need to try to get more people at the meetings on a regular basis. 	
<p>5</p>	<ul style="list-style-type: none"> • September is the time to confirm who will be the representative for your department/area for the 2014/2015 year • Maybe some committee members can sit at the booth at the welcome back barbeques 	

Health & Safety Report	
	<p><u>May Summary:</u></p> <ul style="list-style-type: none"> • Reportable – 1 (trip and fall) • First aid – 3 (cuts and abrasion) • Recordable – 0 • Environmental – 0 • Near miss – 0 <p>WorkSafe Claims – 0 Incident investigations – 0</p> <p><u>First Aid breakdown for students in May:</u></p> <ul style="list-style-type: none"> • Trades – 0 • Trades WL - 1 • Adventure Tourism – 0 • Culinary Arts – 0 • Nursing – 3 • Nursing WL - 0 • Respiratory Therapy – 0 • Sciences - 0 • VPA – 0 • International – 0 • Other – 1 • Contractor - 0 <p>WorkSafe Claims from students - 0</p> <p><u>June Summary:</u></p> <ul style="list-style-type: none"> • Reportable – 0 • First aid – 0 • Recordable – 0 • Environmental – 0 • Near miss – 0 <p>WorkSafe Claims – 0 Incident investigations – 0</p> <p><u>First Aid breakdown for students in June:</u></p> <ul style="list-style-type: none"> • Trades – 3 • Trades WL - 4 • Adventure Tourism – 0 • Culinary Arts – 0 • Nursing – 1 • Nursing WL - 1 • Respiratory Therapy – 0 • Sciences - 0

	<ul style="list-style-type: none"> • VPA – 0 • International – 0 • Other – 0 • Contractor - 0 <p>WorkSafe Claims from students – 2 (1 Trades WL, carpentry; 1 Nursing WL, needle poke)</p> <p>Anything reportable with regards to a student should go through Student Development office. TRU World wants information regarding international students.</p> <p>October 7, 2013 - Only going to start noting student incidents when they are more serious – require more than our first aid attendants, need to go to hospital</p>	
	<p>Stacey Jyrkkanen report: <u>Emergency contact information for phones</u> July 7, 2014 – The labels are starting to go out right now. Thanks to the committee members who sent in the information.</p> <p><u>Active Threat Training</u> July 7, 2014 - Will continue for approximately another 8-10 months as Stacey continues to do training for different groups.</p>	
Accident Investigations		
1		
2		
Next meeting at 2:30 pm on Monday, August 18, 2014 in TRUSU Boardroom		