

Attendance September 2015 – August 2016

Name	Area	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Worker representatives													
Pat Barringer (Co-Chair)	Trades	X	X	A	X	X	X	A	X	X	A		
Chris Montoya	Arts	-	-	X	X	X	X	X	X	X	A		
Lloyd Bennett	Arts	A	A	A	A	X	X	A	A	A	X		
Susan Purdy	Science (TRUFA)	X	X	X	A	A	X	X	A	A	X		
Iain Stewart-Patterson	FACT	X	X	X	X	A	X	X	X	A	X		
Mark Hardy	Library	X	A	A	A	X	X	X	X	X	X		
Bart Cummins	MarCom (CUPE)	X	A	A	A	A	A	A	A	A	X		
Sherry Bennett	Registrar's Office	-	-	-	-	-	-	X	X	X	A		
Employee representatives													
Julie Gemin (Co-Chair)	Supply Chain Management	A	X	X	X	X	X	X	X	A	A		
Jolanta Beliveau	Finance	A	A	A	A	X	A	X	A	A	-		
Warren Asuchak	Facilities	A	X	X	A	X	X	A	X	X	A		
Jenny Gomes	Human Resources	A	X	X	X	X	X	A	X	A	X		
Megan Gerow	Student Services	A	-	-	-	A	X	X	X	A	A		
Christi McAuley	Law	-	-	-	-	X	X	A	X	A	X		
Cindy Piwowar	FESW	-	-	-	-	X	A	A	A	X	A		
Resource members													
Jacquetta Goy	Risk Management Services	X	X	X	X	X	X	X	X	X	X		
Stacey Jyrkkanen	Safety & Emergency Management	X	A	A	A	X	X	A	A	X	A		
Gordon Maurits	Safety	A	X	X	A	X	A	X	A	A	X		
Debra McNichol	Recording Secretary	X	X	X	X	X	X	X	X	X	X		
Community members													
Ken Tessier	Concord Security	A	X	X	X	X	X	A	X	X	X		
Tammy Desrocher	On Campus Housing	X	X	A	A	A	A	X	A	X	A		
Brandon de Krieger	TRU residence	X	X	X	A	A	A	A	X	X	A		

X=Present

P=Proxy received

A=Absent

	Call meeting to order – Susan Purdy will act as Chair		
	Adopt minutes from last meeting - Jacquetta Goy / Ken Tessier		
	Adopt agenda – Jacquetta Goy / Iain Stewart-Patterson		
Item	Description	Responsible	Status
Minutes			
1	Chemistry prep room and chemical bunker project Nothing new to report	Stacey Jyrkkanen	Continued Open
2	Case Study There are a number of people away over the summer months so not a good option to having training session at this time. Maybe we can do further training again in February during reading week. Think about as group how to support the transition of investigations to members of the committee. When investigations come up in specific areas maybe see if someone on the committee from that area can join in and participate in the investigation. If mentioned to the entire committee that an investigation is being done there may be members who want to participate even if it isn't in their area. Explore options and bring to next meeting.	Stacey Jyrkkanen	Open
3	Elevators Science elevator broke down again a short while ago. Difficult to move equipment from floor to floor. The elevator in the clock tower will be down for 6 weeks. Watching elevator in the Library – working but doesn't always seat properly. Committee decided to keep this as an Open item at this point.	Susan Purdy	Open
4	3D printers – ARET program This issue came up again at H&S meeting in Science. Still investigating some options. Talking about putting all printers in the same room – need to check on ventilation of the room.	Susan Purdy	Open
5	Air quality testing – Student Services Done via proxy form: Staff member in Student Services reported that a visitor felt that there could be a gas leak in the office area – specifically OM 1631 and OM 1669. Wondering if there is an update – has there been a recent air quality testing and/or testing for gas in this area of OM? Anything regarding gas leaks are automatically referred to Facilities. There weren't any dates on the form so Gordon wasn't sure if this had been looked into, however he will follow up on this issue.	Megan Gerow	Open
6	Traffic Management Speed watch came on site April 9 th between 8:00 a.m. and 10:00 a.m. – set up on west gate (by Trades). Traffic heading southbound: 25 vehicles – 2	Gordon Maurits	Open

	<p>vehicles were over speed limit by 39 kms, 2 vehicles were 1-10 kms over speed limit. Traffic heading out of west gate: 88 vehicles - 46 km was the top speed, 29 vehicles were 1-10 kms over speed limit, 6 vehicles were 11-20 kms over speed limit</p> <p>Should send out communication regarding speed limits again over TRU Announcements – should remind people in September as well. Suggestion to get a speed board during the first week or so in September. These don't need to be manned but does reinforce how fast people are going. Maybe something we can look into to have in place on a permanent basis</p>	
Updates on Safety Committees		
	<p>Ken Tessier – Security – Call security if you are not comfortable with someone on campus. Looking around idea of closing campus earlier during summer months as the buildings are quite often vacant. Security can always let you in if building is locked. Old Main is the more tricky building as it encompasses a large variety of departments. Jacquetta will reach out to the Deans to see if the buildings can be locked earlier than 10:00 p.m. in the summer months.</p>	
	<p>Bart Cummins – CUPE – Nothing to report</p>	
	<p>Iain Stewart-Patterson – FACT - Busy month in May – did threat assessment workshop as well as IT threat assessment risk. Students were in the field – couple of incidents: overuse injury regarding a kayak, student with a nut allergy (anaphylactic) – used Benedryl and student was okay, near miss with wake of ferry and kayak in the Grenville channel, rock climber hit bees nest – luckily student allergic to bees wasn't bitten.</p>	
	<p>Christi McAuley – Law – Nothing to report</p>	
	<p>Jenny Gomes – Human Resources – Nothing to report</p>	
	<p>Jacquetta Goy – Risk Management – Issue with projectors being stolen – happening later in the evening and doors have been pried open. Need to be watchful of people who don't believe should be on campus. More of a concern in the summer months as less people are on campus.</p> <p>H&S meeting in Clock Tower – Christopher Seguin has created a quiz for new employees (Jacquetta to send to Debbie to send to committee). Also doing a safety competition between the floors in the Clock Tower.</p> <p>Christopher may extend safety competition to other areas on campus</p>	
	<p>Mark Hardy – Library – In summer have lots of interesting visitors from the community to the library. RCMP issued a no trespass order for one person who was not a student. Student Affairs passed along suspicious vehicle to the RCMP. Person told they couldn't stay overnight on campus. Person hasn't been back. If anyone sees something they aren't comfortable with pass along to Security for them to investigate.</p>	

TRUSU Boardroom

Meeting Minutes

	<p>Lloyd Bennett – Visual and Performing Arts - Annual walk-through has been reinstated. Did June walk through and things are good. Compound outside of OM has been cleaned up and things are well looked after in VPA. Lloyd is prompting the coordinator in Theatre to begin the regular check lists and walk-throughs again. Should go through at least once a year to have a good look at safety. News from TFUFA – pleased with asbestos work that was done regarding containment, etc in Old Main – Gordon did a good job.</p>	
	<p>Susan Purdy – Science and TFUFA – elevators and 3D printers in ARET. Any testing Walter (from ARET) would like to be involved. He would like to see the data. Facilities had looked and felt ventilation was adequate. We want to make changes especially in light of putting more printers in this room. Were tests done when printer was running? Best to have ventilation via an above fan that vents directly outside. Will bring up with Warren again.</p> <p>Enquired about the possibility of having alternative fire wardens. Quite often the fire wardens may be out of building – would feel better if they have alternative fire wardens. Always good to have an extra person in all areas.</p>	
Health & Safety Report - Gordon		
	<p><u>May Summary:</u></p> <ul style="list-style-type: none"> • Reportable – 1 MSI injury • First aid – 0 • Environmental – 0 • Near miss – 0 • Report only – 0 <p>Work Safe Claims in May – 1 Incident investigations completed in May - 0</p> <p><u>First Aid breakdown for students in May:</u></p> <ul style="list-style-type: none"> • Trades – 5 • Trades WL – 1 • Nursing WL – 1 • Culinary Arts (meat cutting) – 1 • Other – 1 <p>Student WorkSafe Claims through Ministry of Advance Education – 0</p> <p>Back to school BBQ (September 9th) – are we going to participate? Who is able to help at the BBQ? Will bring a sign-up sheet to the August meeting. Up to TRUSU to invite the fire department. New people organize each year. Can advertise the TRU Alert – what else should we advertise?</p>	

	February will be safety awareness week. Gordon would like to put together a sub-committee to help with this week as it is too much for one person to do by themselves. Will discuss further at the September/October meetings.	
	Accident Investigations	
1		
2		

Meeting adjourned at 3:31 pm