

TRU JOINT HEALTH AND SAFETY COMMITTEE (JOHSC) MINUTES

Date: Monday, June 6, 2011 @ 2:30

Location: HR Meeting Room, TRU

Present:

Waldy Mizkurka, Finance	Susan Purdy, Science
Gordon Maurits, OHS	Ken Tessier, Security
Pat Barringer, Trades	Duane Seibel, Student Affairs
Lincoln Chua, Facilities	

Bernie Mahoney, Recording Secretary

Regrets

Jean Crowe	Marge Huntley
Malcolm Henry	Carolyn Fardy
Stacey Jyrkkanen	David Freeze

Guests: No guests at this meeting.

Co-Chairs:

Marge Huntley, Employer Representative
Susan Purdy, Employee Representative

Introductions: of new attendees.

Meeting called to order at: 2:35 p.m.

Discussion that we require 6 people for Quorum (We have 7)

Copies of In Camera minutes were distributed by Susan Purdy. Johns Sparks said that they need to be circulated and approved but they are not posted on the web.

Adoption of Previous Minutes - Moved by Pat Barringer, seconded by Duane Seibel - all in favour.

Adoption of In Camera Minutes - Moved by Pat Barringer, seconded by Gordon Maurits - all in favour.

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Adoption of Agenda Moved by Ken Tessier, seconded by Pat Barringer, - all in favour with the addition of the following items:

New Business:

- JOSCH planning session for August -
- Membership (housekeeping item – Gord will do that)
- Training Session Overview from May 30, 2011

OLD BUSINESS:

1. Path Near OL – came out of an accident investigation. Recommendation was to put a walkway or stairs – forwarded to Warren – to look at feasibility budget etc. Gord will follow-up to see what is happening. If not completed by September will give an update
 - Waldy inquired where the walk way is located – Gordon explained that it is by OL and that it is mostly EE's using this area and in inclement weather it becomes slippery. Not a major thing – but facilities need to assess and determine costs. . May already be approved.
 - Pat Barringer suggested that they look at the stair done outside of trades as part of an apprenticeship program.
 - Lincoln clarified that the students provided the labour and railings etc. are provided by facilities.
 - Pony wall by the Trades Dept. may be added because one part of the wall only has a 3 foot drop where another area has about a 7 foot drop. Warren Asuchuk to investigate.
2. Cosmetic Pesticides – that 2 weeks' notice will be given if needing to use pesticides
 - Gordon clarified that they will not be using cosmetic pesticides but facilities has a safety committee and if they are using any pesticides they will post signs. Warren Asuchak had discussions with Lisa Nielsen. It is expected that there will be some complaints about seeing the dandelions.
 - Committee has recommended that perhaps they can purchase a few dandelion pullers so that if people have concerns they could get out and pull dandelions.
 - Gord said there are many sub committee's because they are trying to get an H&S Committee for each building.

INSPECTION REPORT DATA:

- Gordon Maurits reported that inspections were all completed last month. Gordon does this every month. A few departments still need to do (every other month)
 - i. Checklist – fire alarm , fire storage, offices, (these are available on website) – Waldy Requested

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- ii. WSBC says we have to do the inspection of every house/building every month.
- iii. In the past high risk was done monthly – low risk less often but now every month – has been happening for the past 3 months. International, Facilities, Trades, CAC, OL, GYM have own committees – hopefully they will move to doing their own inspections. * Susan queried if after a year with no stats that the amount of time could be increased between inspections – not likely per Gord.

FIRST AID/INCIDENT INVESTIGATION DATA:

1. Gordon Maurits provided a summary sheet for May– Accident Statistics and First Aid Data (see attached)
2. No incident investigations for April. Two last month and 1 inspection as well. Not necessary to do investigation because it was a repetitive strain injury.
3. No days missed in April
4. First Aid only 6 incidents – no staff involved
5. Next push is to work with different departments (such as Trades) to increase reporting. I.e. want more from Culinary and/or Sciences. Pat indicated that we are supposed to report everything.
 - Susan noted that Jeff Jordan does not attend regularly – Kimberley Johnston usually attends – worth seeing if we can get some representative
 - Williams Lake – Grace Simpson * Susan queried if they should be available by phone to participate in the meeting. Gord will speak with them at the end of the month and Susan will follow up with Ray Saunders and Grace Simpson
 - Emergency Marshalls in every building. HOL there are approximately 10 people (like Fire Warden) – not Emergency Responders
 - First aid training – we have 3 people trained – we have ordered cell phones for them and then they will be provided with safety kit. When someone calls 11111, it will go to switchboard who will relay this to the different phones. After hours it goes to security. If responder is to be away H&S and Switchboard to let everyone know they will be away. Switchboard has been appraised of changes. Must be done by June 17, 2011 – by WCB
 - Waldy wanted to know who people are and how selected – Gordon indicated that a request was put out and people volunteered. All 3 volunteers are from OL but they will be divided into different areas
 - Gord will update once people have been assigned
 - Once everything is in place communications will be distributed
 - Pat – Trades have their own dedicated people

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- Hopefully more training in Sept. – Full week of training. Does not work for Faculty. Cost of the course and time is paid for. Volunteers must pass exam – Once they start, volunteers receive a stipend.
- Ken - security will always be the backup. TRU was trying to get this in place for a number of years but things moved ahead with WCB's request
- AED (artificial external defibrillator) in all buildings except HOL, and Culinary. First phase done. 4-5 people trained in each building
- Susan – Gord (IT and Banner conflict) for signing onto computer for working alone. Currently not all rooms and offices are listed. Stacey busy with EMP (emergency preparedness) once that is done hopefully there will be more time. Ken said only 25 % of people call security – Trades do.

NEW BUSINESS:

1. Susan sent out a Doodle Poll for the Joint Planning Day. Choices were Aug 29, 30, 31 (Doodle Poll) – 3 hour session. Most votes Tuesday August 30 (9:00 – 12:00) Waldy and Pat can attend. Marge and Susan will plan a lunch and send out information regarding the day (Agenda plus a room)
2. Training Session JOHSC and safety committee members. 8 or 10 people half day training on inspections, half day training investigations. Would have been nice to see more people. Done by Danielle Wiggelin.
 - There were inquiries if there were handouts. PowerPoint and basic worksheets. Gord will look to see if there is something that he could look at. Perhaps do something like Doodle so that we can try for more training.
 - Duane is not sure if you must attend workshop to receive information – workshop is done through continuing studies. TRU paid for these spots.
 - Gord will email Danielle to see if we can share with committee – if yes, Duane will
 - June 30th Fire extinguisher training for Fire Marshalls – Gord will email where and when – what to wear. Kamloops Fire Dept Training Centre at the end of McGill. 16 committed to attend. Perhaps can extend to JOSCH committee.

NO meeting September b/c August training will replace September's meeting.

Meeting adjourned at 3:25.

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