

Attendance September 2016 – August 2017

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

X=Present

P=Proxy received

A=Absent

	Call meeting to order – Mark Hardy chaired the meeting	
	Adopt minutes from last meeting – Jacquetta Goy/Susan Purdy	
Item	Description	Responsible
Minutes		
1	Chemistry prep room and chemical bunker project Need to follow up with Les Tabata on site preparation – regarding water, electrical, foundation to be laid. Warren will provide update at next meeting.	Stacey Jyrkkanen
2	Elevators Science and Clock Tower elevators now both working.	Susan Purdy
3	3D printers – ARET program The room with the 3D printers is isolated from main computer lab – has some ventilation. Room has been tested and complies with manufacturer’s recommendations as long as printer is below the venting. ARET may be moving up to the Trades building and then the venting will need to be looked into up there. Same standards will be applied to any new space the printers may be relocated.	Susan Purdy
4	Traffic Management Gordon has tried contacting several rental places to locate a speed sign with no luck. Will also call City of Kamloops and see if they have anything or any ideas on how to locate one. Warren has a supplier that has the speed signs and he will look into purchasing the signs for campus. Gordon can also contact Speedwatch and have them come up sometime in October and set up at the East Gate and at the West Gate. Jacquetta brought up the idea that maybe we should lower the speed to 20 km on some of the interior roads on campus – one of the areas would be in front of Science building.	Gordon Maurits
5	Safety and Awareness week Hold – will reopen closer to the time	Gordon Maurits
6	Fire drills Everything went pretty well overall. Drills were done on multiple buildings at a time – overall feel the fire drills went better than expected. Few instances where some people wouldn’t leave the building. Problems occurred with buildings that don’t have any Fire Marshalls and the buildings where the Fire Marshalls were absent. Need to have more practice for the Fire Marshalls. Some of the Fire Marshalls lack confidence in using the radios as they don’t use them very often. Need to do more frequent radio testing with the Fire Marshalls.	Stacey Jyrkkanen

	<p>Susan had an idea of having a button on the TRU Safe app for Fire Marshalls that they can check in on instead of using the radios. Advantage of the radios for the Fire Marshalls is that everyone can listen to the conversation that goes on so they are aware of what is happening around them.</p> <p>Another problem is having people stand too close to the buildings when they exit – need to have them go to the proper muster areas. Idea from Peter is to restrict access to parking lots in the event of a fire drill/actual situation in order to allow access for fire trucks, etc to get to appropriate area.</p> <p>Stacey to update on McGill Housing and Maple Leaf Schools at next meeting.</p>	
7	<p>WHMIS 2015 training Gordon Maurits and Peter Fairman</p> <p>23 people have already registered for the training and 16-17 have completed. Once completed Gordon sends out a certificate saying course has been completed.</p> <p>Recommended that all JOHSC members should do the WHMIS course – doesn't have to be done all at once. There are 8 modules in total.</p> <p>Peter will send link to Debbie to put on oneTRU JOHSC site.</p> <p>Talk to Stacey about putting out on the TRU Announcements.</p>	Information
8	<p>Campus addressing Stacey Jyrkkanen</p> <p>Street signs are up and now addresses are being done for every building. This will take some time to do.</p>	Information
9	<p>TRU Safe App Stacey Jyrkkanen</p> <p>Only 400 people have signed up so far. Information went out on the TRU Announcements, Safety newsletter, etc. Need to keep talking about the app so that more people learn about it.</p>	Information
Updates on Safety Committees		
	Warren Asuchak – Facilities – Nothing to report	
	Jolanta Belliveau – Finance – Fire drill went fine in Finance. Her office is still cold – getting close to work being done.	
	Sherry Bennett – Registrar's Office – There is no Fire Marshall currently in the Registrar's office - Sherry will volunteer to be Fire Marshall for the area.	
	Peter Fairman – Safety & Emergency Management – Lockers and new chairs are outside of the Biology lab. Going to put more bulletin boards outside as well. Don't want people bringing personal items into the lab for safety reasons (contamination). Wasn't legally required before and now there are more regulations.	
	Jenny Gomes – Human Resources - Fire drill went fine in Human Resources	
	Jacquetta Goy – Risk Management - Idea is to have a fire deputy – someone to wear high visibility vest and help get people outside of buildings during fire drills/situations – not necessarily carry the radio.	

TRUSU Boardroom

Meeting Minutes

	<p>Still having trouble getting Fire Marshalls in some areas. One idea is to get Management involved in getting Fire Marshalls for their area. In a real situation we do need the proper coverage for all areas.</p> <p>Field trips in your areas – reminder to do paperwork, make sure everything is in order before you leave on a field trip.</p>	
	<p>Mark Hardy – Library – Most people were away when the fire drill occurred – lot of staff turnover and need to do more training in the department. Nobody knew to check the grad study room.</p>	
	<p>Gordon Maurits – Safety & Emergency Management – Has been busy with new contractor orientations – on site and off site. Research house being built in Wells Gray Park, renovations needed in Trades in preparation of the expansion of the building.</p>	
	<p>Susan Purdy – Science and TFUFA – Fire drill went well in the Science building – one person didn’t want to leave due to an exam.</p>	
	<p>Ken Tessier – Security – There have been a few problems with doors being locked when they are not supposed to be – this is with the new external door locks. Security then has to be called to open them up.</p>	
<p>Health & Safety Report – Gordon Maurits</p>		
	<p><u>September Summary:</u></p> <ul style="list-style-type: none"> • Reportable – 0 • First aid – 2 (trip and fall, struck by table) • Environmental – 0 • Near miss – 0 • Report only – 0 <p>Work Safe Claims in September – 0</p> <p>Incident investigations completed in September - 0</p> <p><u>First Aid breakdown for students in September:</u></p> <ul style="list-style-type: none"> • Trades – 6 • Human Services - 1 • Health Care – 1 • Culinary Arts – 2 • Chemistry – 1 • Bio Science - 1 <p>Student WorkSafe Claims through Ministry of Advance Education – 0</p> <p>5 injuries from basketball/pickle ball court area in the past week.</p> <p>Lower than average stats over the summer - we are lower than other universities of our comparable size. This may be a lower incident of reporting minor injuries.</p>	

	Accident Investigations	
1		
2		

Meeting adjourned at 3:31 pm