

Attendance September 2014 – August 2015

Meeting dates 2014 – 15		9. 15	10. 6	11.3	12.1	1.5	2.2	3.2	4.13	5.4	6.1	7.6	8.11
Affiliation	Representative												
Core Group for Quorum													
Trades	Pat Barringer, (WR) Co-chair	X	X										
Warehouse/ Purchasing	Julie Gemin (ER) Co-chair	X	A										
Adventure Studies	Iain Stewart-Patterson	A	A										
APA/Admin	Waldemar Miszkurka (ER)	X	X										
Culinary Arts	Ed Walker (WR)	A	A										
CUPE 4879	Wilma DeJong (WR)	X	A										
- alternate	Ann Scott (WR)	A	X										
Facilities	Lincoln Chua (ER)	X	X										
- alternate	Warren Asuchak (ER)	A	A										
Health & Safety	Stacey Jyrkkanen (ER)	X	A										
	Gordon Maurits (WR)	X	X										
Science	Susan Purdy (WR)	X	X										
Security	Ken Tessier (c)	X	X										
TRUFA	Joanna Urban (WR)	A	A										
VPA	Lloyd Bennett (WR)	X	A										
Student Services	Sharon Munk, (WR)	-	X										
Human Resources	Bernie Mahoney (ER)	X	A										
Wellness	Sharon Munk (WR)	A	X										
Auxiliary Members													
Moderate Risk Building sub-committees													
CAC		-	-										
Clock Tower	S. Klassen (WR) – on leave	-	-										
McGill Residence	Tammy Desrocher (c)	A	A										
TRU Residence	Joel Ingram (c)	X	A										
Low Risk Building sub-committees													
Arts & Education		-	-										
Gym		-	-										
International (Temp)	Gaye Dunkley (WR)	A	X										
Library	Mark Hardy (WR)	X	A										
Open Learning	Ann Scott (WR)	A	X										
TRUOLFM		-	-										
TRUSU		-	-										
Other Members													
Recording Secretary	Debbie McNichol	X	X										
Director, Risk Management	Jacquetta Goy	X	X										

X=Present P= Proxy received A=Absent

	Call meeting to order – Pat Barringer	
	Adopt minutes from last meeting – Susan Purdy / Gordon Maurits	
	Adopt agenda – Susan Purdy / Ann Scott	
Item	Description	Responsible
Updates on Safety Committees		
	Julie Gemin – Purchasing and Facilities	
	Joel Ingram – TRU Residence	
	Ken Tessier – Security	
	Jacquetta Goy – Risk Management	
	Wilma De Jong	
	Mark Hardy – Library	
	Lloyd Bennett – Visual and Performing Arts	
	Bernie Mahoney – Human Resources	
	Waldemar Miskurka	
	Susan Purdy – Science and Environmental Committee	
	Pat Barringer – Trades	
Minutes		
1	Chemistry prep room and chemical bunker project Jacquetta Goy has had conversations with Matt Milovick about the timing and he wants to do a risk assessment. Jacquetta will work with the Science safety committee to complete this assessment. All new initiatives should have a risk assessment done.	Stacey Jyrkkanen Continued Open
2	Emergency phones/Info Labels Gord will give some labels to Pat to take with him to the Trades building – Gord will also go back up to Trades to put more labels on the phones. Human Resources, Open Learning, Finance, Science, TRU World – all completed. Gord will work on the 2 nd floor of Old Main. Clock Tower – Jacquetta will follow up with Gord on number of stickers needed for the Clock Tower. Jacquetta will contact Christopher Seguin about how many labels they need for Advancement.	Stacey Jyrkkanen Continued Open - labels Action: Stacey and Gord
3	NAOSH Week 2015 Gord is busy trying to get more safety committees organized. Committee members need to think about ideas for their building/ departments. If committee can come back in November/December with ideas for their area - “Make safety a Habit” is the theme. Think of ideas that pertain to people’s area. Goal is to target employees, staff, Faculty. Last year Gord posted items on the staff list and will do again this year.	Gordon Maurits Update Action: Gordon & committee reps
4	Smoking	Stacey Jyrkkanen Open

	<p>Jacquetta met with some of the chairs and MarCom in looking at how we can continue the awareness campaign. Not enough publicity at beginning of the year. Right now compliance is pretty good – however this could change when it gets colder outside. Will need more awareness again in January when it’s national non-smoking week – looking at doing something a little more “flashy”. Need to keep people aware of the designated smoking areas. Talking about getting the smoking committee together again. Meet around once a month. Let Jacquetta know if you are interested, looking for more people to be involved.</p>	
5	<p>Office printers: Susan Purdy The Environment Committee has developed a letter to ask Admin that personal desktop printers be phased out based on energy consumption and possible health effects that they pose being close to people’s work spaces. Plus cost of fixing/maintaining them. It is advised not to sit by the printers longer than 8 hours per day. This will be based on people’s willingness to get rid of them. Some printers need to be there based on confidentiality reasons which they understand. <i>Action: Susan to send Debbie a draft of the letter for the committee to have a look at – Debbie to forward to committee.</i></p> <p>Gord has been asked to look at the 3D printers on campus – they give off approximately 6 different types of hazardous gases – some of the gases have no fumes, they aren’t carcinogenic but are a health hazard. Should be used in a ventilated area not in a small office or back room, these printers should have a fume hood to help create a safe environment. Lots of warnings through user handbook - maybe need some guidelines for the use of these printers. Gord will find out where these printers are located and possibly send some guidelines to the areas. Gord is aware of one in ARET and Visual Arts – both printers are currently in a small room.</p>	Open
6	<p>Missing sidewalk connecting HR to HOL Bernie Mahoney Sidewalk has been completed</p>	Closed
7	<p>Scent problem Lloyd Bennett Gord will follow up with Lloyd and provide him with some scent free stickers.</p>	Open
8	<p>Activity up behind Trades building Haven’t noticed any more fires at this point. Gord hasn’t had a chance to go up and take a look. A section of fence is down and a gate was also broken. There are ways from in behind that people can gain access to this area – this area is designated as a natural area. Should have better signage up stating that this is TRU property and to stay off. Signs to be put up</p>	Closed

	<p>asking people to stay away. Lincoln will let Warren know. Ken can show Warren the area where they gained access. More of a security issue.</p>	
<p>Health & Safety Report - Gordon</p>		
	<p><u>September Summary:</u></p> <ul style="list-style-type: none"> • Reportable – 0 • First aid – 1 (chest pain) • Recordable – 1 (twisted ankle) • Environmental – 0 • Near miss – 3 (Bear incident, truck incident, incident in Williams Lake) <p>Work Safe Claims – 0 Incident investigations – 0</p> <p><u>First Aid breakdown for students in September:</u></p> <ul style="list-style-type: none"> • Trades – 3 (broken finger) • Trades WL - 0 • Adventure Tourism – 0 • Culinary Arts – 2 (cut finger) • Nursing – 0 • Nursing WL - 0 • Respiratory Therapy – 1 (needle poke) • Sciences - 2 • VPA – 0 • International – 0 • Other – 1 • Contractor - 0 <p>WorkSafe Claims from students – 1</p> <p>Now that weather is getting colder, time to mention to people to be more aware of what they are doing, watch where they are walking.</p>	
	<p>Stacey Jyrkkanen/Gordon Maurits report: Correction from September JOHSC meeting minutes – COR is a Canadian standard.</p> <p>Presentation on COR (Certification of Recognition). Covers 8 different areas:</p> <ol style="list-style-type: none"> 1. Management and leadership commitment 2. Hazard identification and control 3. Safe work procedures and written instructions 4. Inspections: premises/workplaces, equipment and work practices 5. Investigation of accidents and other incidents 6. Training and instruction of employees and contractors 	<p>Open</p>

	<p>7. Program administration 8. Establishment/maintenance of health and safety committees</p> <p>Look to be at the highest standard possible. WorkSafe is a minimum standard and we want to exceed these standards. If you meet the standards you can get a reduction on claim costs which can be substantial. Need to be able to help departments give new employees information on health and safety. Possibly doing an online survey on their first day, which is completed and put in their file. If you are a member of JOHSC training should be done yearly – this is a large commitment. Gord believes the last training was done in late 2012. Every department should know who the JOHSC member of their department is so they can go to them if need be. University of Calgary just received their certification – first university to receive this certification. Will ask them how process was for them. Jacquetta would like to see us complete the audit, good thing to push for. Once completed, we will have a very good, effective safety program working for everyone. <i>Action: Gord to forward presentation to pass along to committee.</i></p>	
Accident Investigations		
1		
2		
Next meeting at 2:30 pm on Monday, November 3, 2014 in TRUSU Boardroom		

Adjourned at 3:56 pm – Ann Scott/ Gaye Dunkley