

Attendance September 2016 – August 2017

Name	Area	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Worker representatives							No Mtg						
Pat Barringer (Co-Chair)	Trades	X	A	X	X	A		X	A				
Chris Montoya	Arts	A	A	A	X	X		A	X				
Lloyd Bennett	Visual and Performing Arts	A	A	X	A	X		X	X				
Susan Purdy	Science (TRUFA)	X	X	X	A	A		A	A				
Iain Stewart-Patterson	FACT	X	A	A	A	A		X	A				
Mark Hardy	Library	X	X	X	X	A		X	X				
Linda Huntington	CUPE	-	-	-	-	-		X	X				
Sherry Bennett	Registrar's Office	A	X	A	X	A		X	X				
Nancy Beppele (on leave until May 2017)	Student Development	X	A	A	X	-		-	-				
Katrina Harding	Law	-	-	-	-	-		A	X				
Employer representatives													
Jolanta Belliveau (Co-Chair)	Finance	X	X	A	A	X		X	X				
Warren Asuchak	Facilities	X	X	X	X	X		X	X				
Jenny Gomes	Human Resources	X	X	X	A	X		X	X				
Jane Hewes	FESW	-	-	-	-	-		A	A				
Resource members													
Jacquetta Goy	Risk Mgmt Services / Clock Tower	X	X	X	X	X		X	X				
Stacey Jyrkkanen	Safety & Emergency Management	X	A	A	X	X		X	X				
Gordon Maurits	Safety & Emergency Management	A	X	X	X	X		X	A				
Peter Fairman	Safety & Emergency Management	X	X	X	X	X		X	X				
Debra McNichol	Recording Secretary	X	X	X	X	X		X	X				
Community members													
Ken Tessier Kevin Larsen	Paladin Security	X	X	A	X	X		A	X				
Brandon de Krieger Raina Shortreed	TRU Residences	X	A	X	X	X		X	A				

X=Present

P=Proxy received

A=Absent

	Call meeting to order – Jola Belliveau	
	Adopt minutes from last meeting – Adopted	
	Health & Safety Report – Gordon Maurits	
	<p><u>March Summary:</u></p> <ul style="list-style-type: none"> • Reportable – 1 (slip and fall on ice) • First aid – 2 (slip and fall on ice, struck back of hand) • Environmental – 0 • Near miss – 3 (fire alarm, improper use of fire equipment in Biology building, biohazard waste – containment bag was missing, found in dumpster) • Report only – 5 (slip and fall on ice and snow) <p>Work Safe Claims in March – 1 Incident investigations completed in March - 1</p> <p><u>First Aid breakdown for students in March:</u></p> <ul style="list-style-type: none"> • Trades – 3 (burns in welding, slipped wrench) • Trades WL – 2 (minor cut in electrical, struck against by piece of wood) • Nursing – 2 (needle stick injury on practicum) • Biology – 1 (minor cuts from broken beaker) • Student General – 4 (nose bleeds off campus – treatment, chemical exposure in chemistry) • Athletics – 1 (twisted ankle while running in the gym) <p>Student WorkSafe Claims through Ministry of Advance Education – 2</p>	Status
Minutes		
1	<p>Chemistry prep room and chemical bunker project Stacey Jyrkkanen</p> <p>All done – storage facility is set to be delivered when we are ready for it. Waiting for permit from city to create pad that the storage facility will be put on. Hoping ready to go mid-June for preparation and delivery.</p>	Open
2	<p>Traffic Management Gordon Maurits</p> <p>Signs can be installed first week in April – will be mounted on posts. Will put in front of Science Building. Warren will meet with Ken and Stacey to pick location that will hopefully work the best.</p>	Open
3	<p>Fire drills Stacey Jyrkkanen</p> <p>Stacey will send a note to Senior Executives approximately 2-3 weeks prior to the September fire drills regarding the issues with people not leaving the buildings. Will need to decide what message to send out.</p> <p>Still working on trying to recruit Fire Marshalls. Decided to put in a reward system for Fire Marshalls who check in on their radios. Winner gets a small gift card. Check-in times are between 11:30 and 7:00 pm. Trying to get</p>	Open

	<p>some other initiatives to recruit Fire Marshalls. Rely on Fire Marshalls as they know their particular area and any difficulties in getting people out. Just implemented some new radios with different channels so cross-talk isn't heard from all groups. Can let people know which channel to tune into which should make things run smoother.</p>	
<p>Updates on Safety Committees</p>		
	<p>Chris Montoya – Arts – FOB system on weekends is working really well. When there was a lot of snow at back of the Arts & Education Building the steel grates became really slippery - Warren will look at before next winter.</p>	
	<p>Jacquetta Goy – Risk Management – Nothing to report</p>	
	<p>Jenny Gomes – Human Resources – Nothing to report</p>	
	<p>Jolanta Belliveau – Finance – Nothing to report</p>	
	<p>Ken Tessier – Paladin Security – Nothing to report</p>	
	<p>Katrina Harding – Law – Would like to have locks fixed in the reception area in Law – 4th floor OM 4613 – only locks from outside with a key, can't lock on the inside. Suggestion was to contact Facilities and put in a work order to have this corrected. Security has brought up reception area lock before and asked why it is a timed lock and one that can't be done manually – would like more local control.</p> <p>Not everyone in law has had active threat training. Stacey mentioned that they are almost ready to post the online training session. People can sign up and complete on their own.</p> <p>Ergonomically chair request – Gordon does assessment and writes up report, report goes to supervisor and individual. Then it is up to the department to order the chair.</p> <p>Katrina would like some health & safety training – need to look at what kind of training that will be put on this year. Looking at doing an online training PowerPoint presentation for new JOHSC members. Will bring in a trainer to put on workshop for JOHSC members and all departmental safety committee members. Action: Stacey will contact EAO for upcoming training. Katrina can also send link for other training options.</p>	
	<p>Linda Huntington- CUPE – Asked CUPE to help out at Health & Safety week next year and they are supportive.</p>	
	<p>Lloyd Bennett – Visual and Performing Arts – Everything was fine in terms of safety on last walk through. Getting some updates/renovations done in area.</p>	
	<p>Mark Hardy - Library – Nothing to report</p>	
	<p>Peter Fairman – Safety & Emergency Management – Going to work on strategies with regards to biohazard waste – haven't worked out everything just yet. Will label bags as to what can be taken and thrown out. Need to get custodial staff on board with all the guidelines – will require a formal discussion with them. Nothing was loose in the biohazard bag that was</p>	

	<p>accidently thrown out – this was level 2 waste. Situation was handled, no loss of containment. We were lucky as the lab technician noticed the missing bag and contacted Peter and they went to locate the bag which was found in the dumpster. Didn't get into the main garbage and the City hadn't taken the garbage away at that point.</p> <p>Peter has talked with Biology regarding the policy about treating incidents that happen in the department – this was in regards to the broken beaker and student's hand that got infected. Protocols were sent out again in the Science department.</p> <p>Incident in chemistry where a student was exposed to chemicals. Student's face /eyes were washed with eye wash. Peter was able to help with first aid – directed fire personnel to the area and did evaluation. Paramedics arrived and helped with treatment. One student kept track of time so they were able to let paramedics know how long student's face/eyes were being rinsed. Situation was handled very well – student did receive a few burns. Media also got involved and were dealt with. Need to give accurate information to first aiders – they were told explosion when it was a chemical exposure. Getting new eye wash stations installed in Science department which will be helpful</p>	
	<p>Sherry Bennett – Registrar's Office – Nothing to report</p>	
	<p>Stacey Jyrkkanen – Safety & Emergency Management – Lot of complaints about smoking from people in OM – parking lot A by glass elevator is an area where a lot of people are smoking. By the time security get there they have all left. This both students and faculty. Can try putting up the sandwich boards/temporary signage again to see if this helps. Need to follow-up if we know who the individuals are. Stacey will send note to Deans of departments to let people know the smoking regulations again. Send out another reminder on the TRU Announcements. Worse when it's raining/snowing as smokers tend to go to a sheltered area. Gordon went around to take another look at the signage on the doors and some were missing so these will be put up again.</p> <p>Starting construction on the first phase of The Reach this summer, as a result the east gate access will be closed from May through July – have to dig up road to put in utilities. Part of lot A will also be shut down. Updates coming to everyone.</p> <p>Industrial Training and Technology Centre construction – there will be some blasting done for the excavation – there were a few announcements sent out to everyone.</p> <p>Email from janitorial staff regarding the west end of OM 4th floor – table and chairs by window – people have been sticking garbage in behind radiator which is a fire hazard. Need to talk to students about this being a fire hazard and there also needs to be a garbage can put there.</p>	

	<p>Lock down project phase 2 is complete – 86 locks installed (push/turn). Stacey will audit to make sure everything has been completed. Windows have been frosted – indication it is a lock down room.</p> <p>Prototype sign installed at turn off to parking lot A by IB building – soon will have more signs installed. This shows the Campus Addressing and Way Finding project.</p> <p>Had an older street person go into one of the lock down rooms and lock themselves in – Security discovered the door locked and opened it up and found the individual. If this was one of the regular rooms we probably wouldn't have found this individual.</p>	
	<p>Warren Asuchak – Facilities - Painting crosswalks in the next couple of days.</p>	
	<p>Accident Investigations</p>	
<p>1</p>		

Meeting adjourned at 3:36 pm