

**TRU JOHSC General Meeting  
Monday February 6, 2012  
TRUSU Boardroom – Independent Centre**

**Attendees**

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Victoria Baker – TRU World  
 Pat Barringer – Trades & Tech.  
 Lloyd Bennett – Visual & Perform Arts  
 Tammy Desrochers- McGill Housing  
 Matthew Dyck – BCCOL  
 David Freeze – Adventure Tourism  
 Amit Goel – CUPE  
 Marge Huntley *Co Chair* – Disability Services  
 Stacey Jyrkkanen – H&S Manager  
 Bernie Mahoney *Recording Secretary* – HR  
 Jordan Piper – GM TRU Residence  
 Susan Purdy *Co-Chair* – Sciences  
 Glenn Read – Ancillary Services  
 Ken Tessier – Security  
 Stephanie Westendorp – Clock Tower

**Regrets**

Lincoln Chua – Facilities  
 Chelsea Corsi – Wellness  
 Carolynne Fardy – TRUFA  
 Malcolm Henry – CUPE  
 Lyle Hirowatari – Trades & Tech  
 Jeff Jordan – Culinary Arts  
 Gordon Maurits – H&S Officer  
 Waldemar Miszkurka – Finance  
 Chris Montoya – Williams Lake  
 Mark Perry – Culinary Arts  
 Duane Seibel – Student & Judicial Affairs  
 Yoshnika Shah – Student Representative  
 Micheal Shields – Williams Lake

<b>Agenda Number</b>	<b>Item</b>	<b>Action</b>	<b>Deadline/ Carried</b>
<b>I</b>	<b>Call to order by Marge</b>		
<b>II</b>	<b>Adopt agenda</b>  <a href="#">Motion to adopt agenda</a>	<b>Moved by</b> Stacey <b>Seconded by:</b> Lloyd	Carried
<b>III</b>	<b>Adopt Minutes from last meeting (January)</b> <b>Discussion:</b>  <a href="#">Motion to adopt Minutes</a>	<b>Moved by</b> Pat <b>Seconded by:</b> Amit	Carried
<b>IV</b>	<b>Open Issues</b>		
a	<b>JOHSC Recommendations Form</b> – Action: Gordon to add subcategory on website – all JOHSC recommendations  Stacey indicated that they have added this subcommittee to website	Complete	
b	<b>Sub Committee Update</b> – Action: Stacey/Gordon to update spreadsheet – training, how often they meet  All subcommittees created – once all areas are finalized, will use as an appendix to the terms of reference – post on website	Once all areas and sub-committees are established, Stacey will post on website.	

c.	<p><b>Health Services Hours Update</b> – Action: Marge to contact Yoshnika</p> <p>Marge emailed her to let her know what the update was and that she could follow up with Chris if need be.</p> <p>Stacey clarified that Health and Safety is OHS and does not have to do with the Clinic and can be removed</p>	Complete	
d	<p><b>Cleaning Issues</b> – Warren Asuchak- Action: Warren will look into re-design of washrooms/Hep A &amp;B shots requirement/high tech hand dryers/increase signage in washrooms. Action: Tammy to contact Carolynne re: cleaning of science lab</p>	No update	
e	<p><b>Speeding on Campus Update</b> – Action: Warren to look into installing more speed bumps – smaller narrower 30 km on campus signage. Stacey updated that speed watch on will be back in the spring.</p> <p>Last time speed watch was more covert – to find out if there was a problem. Next time the speed will be displayed to make people aware of their speed.</p>	Stacey will clarify with Warren whether or not the street is public or private.	
f	<p><b>Smoking Task Force</b> – Action: Gordon to set up a new meeting with the committee Subcommittee to come back to committee with recommendations. Speak with Lisa Nielsen &amp;/or Malcolm Henry re: placement of structures and wind block considerations etc.</p> <p>Stacey set up meeting on January 24<sup>th</sup>. Warren, Gord, Amit, Pat, Lloyd and Chelsea. Discussions as to where they are – what their role is – gather best practices information.</p> <p>Look at the possibility of creating no- smoking zones - i.e. green space in front of buildings.</p>	<p>Gordon will look at number of university colleges that are smoke free and ones that have designated smoking areas.</p> <p>Sub-Committee will meet again continue to update JOHSC and make recommendations.</p>	

	<p>Trail period of shelters – consult with landscape people – consider elements. I.e. wind because even with people smoking outside the lines the smoke filters in through office windows.</p> <p>As of today, there is now a designated space in the trades. Smoking elsewhere is prohibited! Dangerous to have people smoke within the compound because it is dangerous with fuel storage.</p> <p>Question how to make others away that they cannot smoke in front of the trades building.</p> <p>Enforcement issues will happen and the committee can look at it and address these concerns. Possibility to change the policy to make it work.</p> <p>Stacey needs to see if there is support of administration. Dr. Shaver is from Dalhousie (where it is smoke-free) provided information to Stacey. Need to gauge the ‘appetite’ of Admin.</p> <p>UBCO has nice gazebos –which the committee will look into.</p>	<p>Stacey to meet with Sr. Administration to determine direction of campus.</p>	
<p>g</p>	<p><b>Incident Investigation Training – Action:</b> Marge and Susan to check if this is the case – by looking through WCB requirements with Gordon and Stacey. Amit to provide page number</p> <p>This is in the WCB manual. Stacey indicated that it says a “worker” rep – which encompasses all groups on campus.</p> <p>Susan took training in 2009 and read the clause. “carried out by people knowledgeable of the type of work involved” i.e. carpentry shop it is pertinent – it may not matter for slip and falls</p> <p>1. Have Worker rep (CUPE, Faculty, Admin) typically investigating an INCIDENT. The idea of having management and a worker rep mitigates bias.</p>	<p>Stacey and Gordon looking at getting all committee members trained</p> <p>Stacey will call and seek clarification of “worker rep”</p> <p>Stacey to look into a flow chart of best case scenario to next best case scenario.</p>	

	<p>Have new committee members and others who have not received training therefore will be putting on more training sessions.</p> <p>Lloyd will be attending one with Gordon. Lloyd will be the worker rep – Gordon technically is also a worker rep but Stacey over sees his work so that is okay. It is better to err on the side of the worker rather than management.</p> <p>Stacey has a list of who has attended training – Gordon almost has completed this. From there, they will draw from the list and call those with training to help out.</p> <p>Amit trained through CUPE, and his training indicated that “worker representative” is specific to CUPE, to Faculty, etc. This is not in the Collective Agreement but is the interpretation that he was told. At TRU we have different levels... Stacey will call and seek to understand the interpretation of WCB.</p> <p>There are challenges to have a trained worker who belongs within a specific Union. The priority will be given to someone who is familiar with the area. i.e. – the Chemistry lab.</p> <p>A written process (Flow Chart) of choosing who goes might be helpful. I.e. first line – TRUFA Rep for TRUFA worker, if one is not available then move to the next level. From best case scenario to the next best case scenario.</p> <p>Work safe says that if a person seeks medical aid (doctor, hospital) etc. an investigation must be conducted. Near misses are generally investigated because potential for injury is there. Matrix is used to determine what is investigated – generally results in recommendations for change once patterns begin to emerge.</p>		
h	<p><b>High Visibility Vests in T&amp;T Compound –</b>  Action: Will be dealt with at Trades and then forwarded to Facilities if it impacts them. Pat will provide update re: high visibility vests to JOSCH</p>	Complete	

	<p>Pat spoke with Work safe and came up with a solution that they could paint the walk area. This allows them to go there without using a high visibility vest.</p>		
<b>V</b>	<b>New Business</b>		
a	<p><b>NAOSH Week - May 6 to 12 2012 – Gordon Maurits</b></p> <p>Stacey goal: to focus employers, employees, partners and the public on the importance of preventing injury and illness in the workplace.</p> <p>NAOSH Week is led by the Canadian Society of Safety Engineering (CSSE) in partnership with the Canadian Centre for Occupational Health and Safety (CCOHS), Human Resources and Skills Development Canada (HRSDC) and Threads of Life, in concert with the American Society of Safety Engineers (ASSE) and partners in Mexico.</p> <p>Competition amongst various safety type groups. BCIT has won the last 5 years because they are the only educational institute who participates.</p> <p>TRU to challenge – Gordon is taking on the project. Could result in de-throning BCIT, bragging rights and a cash prize!!</p>	<p>Gordon will send out information about NAOSH week and hopes to get ideas from the JOHSC –</p> <p>Lloyd offered assistance from Fine Arts Department</p>	
b.	<p><b>Proxy Form - Gordon Maurits</b></p> <p>Science committee requires every person on committee to fill out if they are not attending the meeting. <b>Forms will go to Gordon.</b> Agenda items to Bernie.  <a href="#">Motion that we adopt this proxy form</a></p>	<p><b>Moved by</b> Amit  <b>Seconded by:</b>  Lloyd</p>	Carried
c.	<p><b>Used syringes found near Student Residence – Jordan Piper</b></p> <p>Ken said security has found at least 3 near the Northwest side of the building. (Jordan had left so it is unclear if these are in addition to the ones Jordan mentioned.</p>	<p>Marge, Ken and Tammy will ensure it is brought up with Case Management Group</p>	

	<p>Residence does have a sharps container. Ken said 2 were found on the same day and very close together.</p> <p>Not very common; however, 3 in a month is more than there has been found in 3 years. Possibility for education. If Jordan's are in addition, then the numbers are significant.</p> <p>Possibility that they are being dropped from a window. Case management meeting – chaired by Duane Seibel, Jordan, Marge, Tammy, Ken and others are part of the committee (including the psychiatric nurse, Peter Hilton, Chris Adam) – look at dealing with crises – prevent students from dropping through the cracks.</p> <p>Will continue to monitor as all of these are in the same general area. Possibility for health and wellness addictions medications.</p>		
<b>VI</b>	<b>Health &amp; Safety Report</b>		
a.	<p>AED demos continue. List of people who are trained are put on the list. Facilities has not had volunteers to be trained.</p> <p>Phase 3 is residences and satellite campus,</p> <p>Fire drills in February went very well. Next one will be in roughly May and one in the fall. A reminder will be sent prior. Consideration for construction workers in A Block of Old Main.</p> <p>Instituted new contractor safety plan – ensure that all contractors are given a proper orientation and are following safety protocol.</p> <p>Mail concerns – to streamline process of having mail compromised – cold packs removed causing samples to spoil</p> <p>Scent issues – faculty in trades' area in small classrooms. Affected staff and students. Sultan from International Education assisted in addressing the concern with the international students. English</p>	<p>Stacey will work with Sultan for wording of signs (Arabic, &amp; other languages) and then send to print.</p>	

	<p>signage would not help. Looking into Arabic and other languages.</p> <p>It is included in cultural program. Therefore need to make students aware. Cultural if you don't wear perfume in Saudi you don't have enough money.</p> <p>Sultan truly played a pivotal role and advocated for the staff and students. Work with Chelsea for Share the Air campaign. WorkSafe does not have a regulation so the focus is on scent reduction and education</p>		
<b>VI</b>	<b>First Aid and Incident Investigation Statistics</b>		
b.	<p>Stacey – not a lot of slips and falls – likely because of nice weather in January.</p> <p>Susan said a student in science lab was feeling dizzy and in and out of consciousness – managed to dial 911. Last Wednesday at 6pm. No one on campus knew – she was alone in computer lab.</p> <p>Unfortunately it is impossible to be everywhere all the time. If it is not reported, Security and Health and Safety don't know.</p> <p>Must come from a campus phone for TRU to be notified. Some labs (i.e. A &amp; E) has a phone to contact the computer lab.</p>		
<b>VII</b>	<b>Adjournment by Marge @ 3:49</b>		