

**TRU - Williams Lake Campus
Joint Occupational Health & Safety Meeting - Williams Lake Campus
Agenda**

Date: Jan 11, 2011 **Time:** 3:30 p.m. **Place:** Room 1318

1. Attendance (Y, N or R=Regrets)

Admin.	Y/N/R	Cupe	Y/N/R	Faculty	Y/N/R	Faculty	Y/N/R
Bowser, Julie	Y	Biblow, Pat		Bentham, Donna	Y	Poulsen, Ken	
Sanders, Ray		Hewett, Tom	Y	Jenkins, Bruce		Salvatore, John	
Simpson, Grace	Y			Moberg, Karen	Y	Shields, Mike (Co-chair)	Y
Turatus, Betty (Co-chair)	Y			Montoya, Chris	Y	Simon, Karen	
				Neifer, Shane		Underwood, Randy	Y

Item	Discussion	Action
2. Call to order	3:30	
3. Minutes from last meeting	Moved to accept Chris; Seconded Randy	
4. Additions/Adoption of Agenda	Student Water Cooler	
5. Current Outstanding Items:		
1. Working Alone Policy no discussion needed- awaiting Final policy	Ongoing	
2. TRU's Policy of practicum students and worksafe to be distribute to committee members – Confirm about contract courses (Julie)	Ongoing	Julie
3. Warden System – how are we contacting the instructors before/during a lock down – Checking to see what Kamloops does	Ongoing – Grace has 2 options – campus wide alarm system for lockdown Two options – submit capital request Add UPS into quote – pursue further	Tom & Ray
4. Canoes, Kayaks, Golf, Curling Liability wavier	Waivers done	
5. Drain on Roof of RCP Shop (Action: Tom)	Ongoing	Tom to look into

6. Cameras and Security, Motion detector lights (Action: Grace)	Lights camera and related equipment – Cost \$5000 Chris moved that we require more info on “Related Equipment”. Seconded by Mike. (Is system expandable?) Chris moved; Donna seconded	Grace/Rays
7. Fire Warden Update – Did we receive more vests?	On order – ongoing.	Grace
8. Toolcrib Water Quality	Done	
9. Parking Lot Security	Warnings posted on washrooms & entrances ASAP.	Grace
6. Current Review:	Report reviewed:	
1. Monthly Building Inspections	<ul style="list-style-type: none"> – Bleachers need to be fixed – Items not labeled in the fridge are in room 1276 – Labels required on fungus in 1274 lab – Cabinets needed in 1292 – Room 1430 shelves on order – Panel clearance rooms 1414 and 1420 	Tom Tom Tom Tom Tom Mike
2.		
7. New:		
1. Snow Removal and Fire Lane Access	Remind students of small car only parking spots Signs to remind drivers on windows Remind Any Season to dump snow in designated areas	Tom
2. Water Cooler Cleaning	Student Council to inquire if water company will clean	Chris
3.		
4.		
5.		
6.		
7. Adjournment	Adjourned @ 4:12pm, Next meeting on February 1, 2011 @ 3:30pm in Room 1318	