

**TRU JOHSC General Meeting**  
**January 9, 2012**  
**HR Board Room - OM 3<sup>rd</sup> Floor**

**Attendees**

Warren Asuchak, Asst. Director, Facilities  
 Pat Barringer – Trades & Tech.  
 Lloyd Bennett – Visual & Perform Arts  
 Matthew Dyck – BCCOL  
 Carolynne Fardy – TRUFA  
 David Freeze – Adventure Tourism  
 Amit Goel – CUPE  
 Malcolm Henry – CUPE  
 Marge Huntley *Co Chair* – Disability Services  
 Bernie Mahoney *Recording Secretary* – HR  
 Gordon Maurits – H&S Officer  
 Jordan Piper, GM TRU Residence  
 Waldemar Miszkurka – Finance  
 Susan Purdy *Co-Chair* – Sciences  
 Duane Seibel – Student & Judicial Affairs  
 Ken Tessier – Security

**Regrets**

Victoria Baker – TRU World  
 Lincoln Chua – Facilities  
 Chelsea Corsi – Wellness  
 Lyle Hirowatari – Trades & Tech  
 Jeff Jordan – Culinary Arts  
 Stacey Jyrkkanen – H&S Manager (absent)  
 Chris Montoya – Williams Lake  
 Mark Perry – Culinary Arts  
 Glenn Read – Ancillary Services  
 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 Susan</b>		
<b>II</b>	<b>Adopt agenda</b>  <a href="#">Motion to adopt agenda</a>	<b>Moved by</b> Malcolm <b>Seconded by</b> Carolynne	Carried
	<b>Adopt Minutes from last meeting (December)</b> <b>Discussion:</b> <a href="#">Motion to adopt Minutes</a>	<b>Moved by</b> Malcolm <b>Seconded by</b> Pat	Carried
<b>III</b>	<b>Open Issues</b>		
a	<b>JOHSC Terms of Reference – revisions to membership – Susan</b>  Discussion re proposed changes – appendix gets changed rather than moving to make changes. Items such as removing Assistant Director, HR Sub committees for <u>all</u> buildings on campus. Meet as needed.  <a href="#">Move that adopt the changes to terms of reference</a>	<b>Moved by</b> Carolynne <b>Seconded by</b> Duane	Carried

<p>b.</p>	<p><b>JOHSC Recommendations Form – Marge</b></p> <p>JOHSC – first recommendation form has been filled out and signed. Environmental – spraying on campus. ER response. <i>“Thompson Rivers University accepts the recommendations of the JOHSC Committee as outlined, with the proviso, as discussed at our meeting, that Facilities does use round-up for spot spraying to control weeds in gravel parking lots and sidewalk cracks. Facilities has a plan in place to minimize pesticide use and applies pesticide as a last alternative”</i> Signed by Lynn Joly December 8, 2011</p> <p>Warren indicated that Lisa Nielson is conscientious – very little spraying last year.</p> <p>It is nice to have letter on record for any future person once Lisa retires.</p> <p>Marge will add a copy of the letter to the Chair’s binder - original in Health and Safety – scan and put on webpage. This will help to minimize number of questions</p>	<p>Action: Gordon to add subcategory on website – all JOSH recommendations</p>	
<p>c.</p>	<p><b>Sub Committee Update – Stacey</b> (absent so Gordon provided the update)</p> <p>Still working on A&amp;E and HoL. Gordon will work with both locations to develop a subcommittee. Goal to have sub committees more active and involved. How often they meet is determined by the risk level.</p>	<p><b>Action: Gordon will work on – Stacey/Gordon to update spreadsheet – training, how often they meet</b></p>	<p>Next meeting update</p>
<p>d.</p>	<p><b>Health Services Hours Update – Stacey</b> (absent so Marge provided partial update)</p> <p>Marge had conversation with Susan and Stacey. Stacey can speak to her discussions with the dept. Result is that this was not an appropriate item to bring to JOHSC – more of an access issue than a Health and Safety item.</p> <p>Yoshnika can address with Chris Adam - Dean of</p>	<p><b>Action: Marge to contact Yoshnika</b></p>	<p>Next meeting update</p>

	Students and, if appropriate, Chris can discuss with Stacey and/or Lynn Jolly		
e.	<p><b>Cleaning Issues – Warren Asuchak</b></p> <p>Lincoln brought this to Warren’s attention. Warren has met with Tammy (Tammy is supervisor of L&amp;J Diamond.) and reviewed the list of products to ensure that they are appropriate disinfectants. – Warren is comfortable with what is used on floor, toilets. The issue is if they are using it often enough.</p> <p>Warren noted that keeping such high use washrooms clean is a challenged. In particular he observed one washroom during the first week after the Christmas break (when no students were present) that at 8:00 am the washroom was spotless, but by 9:00 am it looked awful.</p> <p>Warren has tightened up day porters’ schedules in other buildings and has added another cleaning of washrooms in old main.</p> <p>From Health Act Perspective – need to ensure that there is soap in dispensers, paper towel, and/or working hand dryers – as well as signage to wash hands.</p> <p>Warren will continue to push cleaning staff to do more. Ensure all high touch points are taken care of.</p> <p>IB Washrooms no doors... something to consider for other areas as well as higher quality hand dryers</p> <p>Better training of staff so that when they sign off lists – The quality of cleaning is directly related to quality of training. Posted procedures have been have been hung in janitor’s rooms. L&amp;J will ensure all EE’s have WHIMIS – possibly need Hep A &amp; B shots</p> <p>If there is an issue with washrooms, procedure is to call facilities and they will have L&amp;J (Tammy) contact you.</p> <p>All washrooms were painted over the break.</p>	<p><b>Action: Warren will look into</b></p> <ul style="list-style-type: none"> <li>- <b>re-design of washrooms</b></li> <li>- <b>Hep A &amp; B shots requirement</b></li> <li>- <b>high tech hand dryers</b></li> <li>- <b>increase signage in washrooms</b></li> <li>- <b>Tammy to contact Carolynne re: cleaning of science labs</b></li> </ul>	Timeline TBD



h.	<p><b>Incident Investigation Training - Gordon</b></p> <p>Would like to have all members trained Reminder to call members already trained. Training is coordinated through Judy Beaver.</p> <p>If injured person is CUPE – elected CUPE rep has to be present – Work Safe. (Amit and Malcolm are the reps for this)</p>	<p><b>Action: Gordon and Stacey to do</b></p> <p><b>Action: Marge and Susan to check if this is the case – by looking through WCB requirements with Gordon and Stacey. Amit to provide page number</b></p>	<p>Timeline TBD</p> <p>Timeline TBD</p>
<b>IV</b>	<b>New Business</b>		
a	<p><b>High Visibility Vests in T&amp;T Compound – Pat</b></p> <p>WorkSafe BC may require high visibility vests be worn in T&amp;T compound. This request may move beyond the compound to areas with high traffic.</p> <p>Therefore can have impact with Facilities and security.</p>	<p><b>Action: Will be dealt with at Trades and then forwarded to Facilities if it impacts them.</b></p> <p><b>Pat will provide update re: high visibility vests to JOSCH</b></p>	<p>Next meeting update</p>
<b>V.</b>	<b>Health &amp; Safety Report</b>		
a.	<p>December stats – 3 reportable injuries (requiring medical treatment) and had Work Safe BC claim.</p> <p>YTD = 18 employees that had injury that required claim 4 – recordable 3 – near miss</p> <p>Environmental – spills etc. Student first aid – where they were and what – Work Safe BC doesn't need this but Gordon records.</p> <p>Stats begin again in 2012.</p> <p>Near misses – high percentage of near misses before</p>		.

	<p>someone actually gets hurt – therefore important to report these. All the information is on the website.</p> <p>Recommend – compare stats from year to year.</p>		
V	<b>First Aid and Incident Investigation Statistics</b>		
b.	No new ones – some have not yet made it to the H&S office because they occurred so late in the year.		
VII	Adjournment by Susan @ 3:45		