## 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

Duane Seibel - Student & Judicial Affairs

Waldemar Miszkurka – Finance Susan Purdy *Co-Chair* – Sciences

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

Agenda Number	Item	Action	Deadline/ Carried
I	Call to order by Susan		Curricu
II	Adopt agenda	Moved by	Carried
		Malcolm	
	Motion to adopt agenda	Seconded by	
		Carolynne	
	<b>Adopt Minutes from last meeting (December)</b>		
	Discussion:	Moved by	Carried
	Motion to adopt Minutes	Malcolm	
		Seconded by Pat	
III	Open Issues		
a	JOHSC Terms of Reference – revisions to		
	membership – Susan		
	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.	Moved by Carolynne Seconded by Duane	Carried
	Move that adopt the changes to terms of reference		

b.	JOHSC Recommendations Form – Marge		
	JOHSC – first recommendation form has been filled out and signed. Environmental – spraying on campus. ER response. "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" Signed by Lynn Joly December 8, 2011  Warren indicated that Lisa Nielson is conscientious – very little spraying last year.  It is nice to have letter on record for any future person once Lisa retires.  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	Action: Gordon to add subcategory on website – all JOSH recommendations	
c.	Sub Committee Update – Stacey (absent so Gordon provided the update)  Still working on A&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.	Action: Gordon will work on – Stacey/Gordon to update spreadsheet – training, how often they meet	Next meeting update
d.	Health Services Hours Update – Stacey (absent so Marge provided partial update)  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.  Yoshnika can address with Chris Adam - Dean of	Action: Marge to contact Yoshnika	Next meeting update

	Students and, if appropriate, Chris can discuss with		
	Stacey and/or Lynn Jolly		m:
e.	Cleaning Issues – Warren Asuchak	Action: Warren	Timeline
		will look into	TBD
	Lincoln brought this to Warren's attention. Warren	<ul> <li>re-design of</li> </ul>	
	has met with Tammy (Tammy is supervisor of L&J	washrooms	
	Diamond.) and reviewed the list of products to	- Hep A &B	
	ensure that they are appropriate disinfectants. –	shots	
	Warren is comfortable with what is used on floor,	requirement	
	toilets. The issue is if they are using it often enough.	- high tech	
	tonets. The issue is it they are using it often enough.	hand dryers	
	Warren noted that keeping such high use washrooms	- increase	
	<u> </u>		
	clean is a challenged. In particular he observed one	signage in	
	washroom during the first week after the Christmas	washrooms	
	break (when no students were present) that at 8:00 am	- Tammy to	
	the washroom was spotless, but by 9:00 am it looked	contact	
	awful.	Carolynne re:	
		cleaning of	
	Warren has tightened up day porters' schedules in	science labs	
	other buildings and has added another cleaning of		
	washrooms in old main.		
	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.		
	nands.		
	Warran will continue to much alconing stoff to do		
	Warren will continue to push cleaning staff to do		
	more. Ensure all high touch points are taken care of.		
	IB Washrooms no doors something to consider for		
	other areas as well as higher quality hand dryers		
	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&J will ensure all EE's		
	have WHIMIS – possibly need Hep A & B shots		
	possion, need nep 11 & D shots		
	If there is an issue with washrooms, procedure is to		
	•		
	call facilities and they will have L&J (Tammy)		
	contact you.		
	All washrooms were painted over the break.		

f.	Speeding on Campus Update – Stacey/Warren (absent so Gordon provided partial update)  Kamloops speed-watch group was on campus in October (East and West gates monitored) They check for speed, cell phone usage etc. Some high numbers in particular at East gate – where Faculty Annex used to be. Most speeding occurred here – large space between speed bumps – perhaps adding another would decrease speed.  Recommend speed bumps in some of the parking lots. RCMP not on campus – because it is TRU grounds. In order for this to happen the land would need to be designated more city per Ken Tessier's recollections of the past. Mischief, theft, trespassing warrant RCMP presence – don't' go to the mall. – Awareness/Education of RCMP. – more what speed- watch does than the RCMP	Action: Warren to look into installing more speed bumps – smaller narrower.	Spring
	Another speed-check/monitor will occur again in the spring. — done by volunteer groups. There is a reduction of speed after the watch; however, it is somewhat short lived.  30 km on campus signage. Enforcement?	Review and recommendations from JOHSC	
g.	Smoking Task Force – Gordon  Now that it is the new year. Gordon will send notice to those who volunteered to set up a meeting.  Lindsay took initiative so Trades does have a designated smoking area with chain-link fencing  Can be done as a campus wide project with T&T to construct more areas (gazebo, shelter etc).	Action: Gordon to set up a new meeting with the committee  Subcommittee to come back to committee with recommendations.  Speak with Lisa Nielsen &/or Malcolm Henry re: placement of structures and wind block considerations etc.	Timeline TBD

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

	someone actually gets hurt – therefore important to	
	report these. All the information is on the website.	
	Recommend – compare stats from year to year.	
V	First Aid and Incident Investigation Statistics	
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	