

TRU JOHSC General Meeting
Monday Feb 4, 2008
A&E 204

Present: Carolynne Fardy, Lincoln Chua, Cheryl Delling, Lyle Hirowatari, David Trevitt, Rick Papp, Joe Rille, Marg Huntley, Shima Iuchi, Arlin Friesen [for Gerard Hayes] Calida MacKenzie – Student Rep replacing Tria Donaldson

Regrets: Debbie Blackwell, Gilles Valade, Chelsea Corsi, Sarah Langlois, Kim Johnstone, Stacey Jyrkkanen, Gerard Hayes, Ken Tessier, Malcolm Henry, Susan Purdy, Geoff Wilmhurst

Agenda Number	Item	Action	Deadline
1.	Call to order @ 3:00pm		
2.	Agenda approval, approved with no additions	Approved	
3.	Introduction of New Committee Members and Previous Minutes	No errors or omissions	Complete
4.	<p><u>Business Arising from the minutes:</u></p> <p>Item 5a] Air Quality in A&E Bldg. This is an ongoing issue. Lincoln advised CO2 readings are on the high side of normal, they have to get more fresh air in the building. Facilities will install two exhaust fans, one East Section, one in the West Section of this building; to be done this summer. Lincoln also stated the monitoring will continue. Carolynne mentioned continued concerns of people in A&E. Lincoln said the 24 hour HVAC running scenario does help. None of the CO2 levels are not above the legal limit! C. Fardy asked if there were different readings for other rooms. Ans: Yes! One room only is over 900ppm. J. Rille asked if the system was not sufficient. Lincoln replied it is approved for the building, but we still get some high readings. There are lots of rooms because the building has been so divided up. C. Fardy again brought up that A&E should form a sub committee, emails were sent to several faculties with only one acknowledgement. We need a committee to acknowledge and support this endeavor. C. MacKenzie asked if plants have been considered for these areas. Lincoln responded this was beyond the scope of Mechanical Engineer. Also added was that in BCOL we do have readings that are 600 – 700ppm on the ground floor only. C. Fardy referred to a document that indicated symptoms of Air Quality Issues. C. Delling and Katherine Sutherland are both interested in working with Air Quality issues.</p> <p>Item 5b] Recommendations regarding Printers on Campus - Gerard has taken this issue to purchasing; Arlin advised that he is working with Doug Smith on RFP. Gerard also advised our printer's are low emission type. C. Fardy thinks no one should be exposed to printers. Issue tabled until Gerard is available at next meeting.</p> <p>Item 5c] Campus Inspections – Item tabled until after the Feb 15 and 25th Workshops. C. Fardy asked for all members to let Stacey know about attending. This is the 8 hours per year training for JHSC Members.</p>	<p>Lincoln updated as to actions being taken</p> <p>Update from Gerard</p> <p>Bring to March Meeting</p>	<p>Mar 3/08</p> <p>Mar 3/08</p> <p>Mar 3/08</p>

	<p>Item 6a] Carolynne wants to discuss with Stacey the ‘New Worker Orientation’</p> <p>Item 6b] 12 Stones Chapel Sandwich Board – Gerard wants this sign removed.</p> <p>Item6c] Nov 16/07 Fire Alarm in Old Main.</p> <p>Item 6d] MVI’s on Dalhousie Drive during first snow fall.</p>	<p>No update provided</p> <p>Board removed</p> <p>No further action required</p> <p>No further action required</p>	<p>Mar 3/08</p> <p>Complete</p> <p>Complete</p> <p>Complete</p>
5.	<p>New Business</p> <p>A] BC Fed will come to TRU and do an Orientation on Student Rights for those going to their first job. C. Fardy will contact the Co-Op Coordinator. This is done in High Schools and is very successful. Lyle and Joe were asked to bring this up in their areas especially to the first year students and advise her if they would like this presentation. . Calida will contact Marion Oke and advise the group at the next meeting.</p> <p>B] Science Working Alone Guidelines these went to committee to review went to T&T. C Delling advised in Visual & Performing Arts there is no working alone! Concern is students on field trips, but should extend to staff as well. This activity requires a risk assessment. Once this is rubber stamped it will go to Faculty Council.</p> <p>C] BC Healthy Living Alliance – C. Fardy advised C. Corsi can only make one meeting every 2 months. She also said Stacey was trying to get some money to post Smoke Free Initiatives, C. Corsi will answer questions and update at next meeting.</p> <p>D] Radon Testing – C. Fardy brought up a number of people came to her, re: What is going on? It was alleged people were very cranky, why are we being tested? If this is someone’s research did it go through the Ethics Committee? It was stated any information gathered will be provided to all. M. Huntley asked if this is a Ministry Initiative? It was felt it would have been nice to know in advance. J. Rille asked what is it? A test only for Radon Gas, this area is alleged to have Radon issues, likely because of all of our buildings is the probable reason for testing.</p>	<p>Update</p> <p>Any Update</p> <p>Update</p> <p>Update</p>	<p>Mar 3/08</p> <p>Mar 3/08</p> <p>Mar 3/08</p> <p>Mar 3/08</p>
	<p>L. Chua stated, he assigned a worker to go to these areas, open doors etc. the process will be repeated when devices are collected. M. Huntley asked when in Disability Services to let the front desk know, as there will likely be appointments in progress. C. Fardy mentioned persons should have ID when entering any of these facilities/areas. Question was asked, Does facilities know when these people or contractors come on site? No answer obtained, but L. Chua stated ID’s are not enforced. A. Friesen asked if this should be every where on Campus? C. Fardy replied our campus</p>		

	<p>is big enough and everyone should have and display ID. The JHSC made recommendations that everyone should have ID, and the committee stills feels this is required. C. Fardy asked What is the recommendation?</p> <p>L. Chua asked if this concept was approved by the Council or the top? This should go to LRAC and policy be formed and approval obtained. A. Friesen asked, What about contractors, janitors etc? Without this the system is incomplete. M. Huntley suggests this be recommended to R. Browning and L. Joly that everyone wears ID tag. It was also suggest that they just have ID on them, to produce if asked for. C. Fardy will draft wording and email to all committee members, then it will go R. Browning to take to the Executive. All comments are to go back to C. Fardy. A. Friesen stated that when KPMG did audits they always had to sign in and wear a Visitors Tag. L. Chua asked who is going to enforce such a policy? C. Fardy said we have to start somewhere.</p>		
<p>6.</p> <p>7.</p> <p>8.</p>	<p>Concerns or Incidents from subcommittees:</p> <p>Incidents – At least 4 slip & fall. 4 First Aids. C. Fardy provided a compliment to Facilities for their efforts with sanding and clearing snow during inclement weather.</p> <p>Meeting adjourned @ 3:50 pm. Next Meeting Monday March 3rd 2008 at 3:00PM same location.</p>	<p>None noted</p>	<p>Complete</p> <p>Complete</p>