

**TRU JOHSC General Meeting  
Monday June 2, 2008  
A&E 204**

Present: Lincoln Chua, David Trevitt, Stacey Jyrkkanen, Shima Iuchi, Debbie Blackwell, Chelsea Corsi, Ken Tessier, Tanya McConnell, Cheryl Delling, John O'Brien (via speakerphone)

Regrets: Gilles Valade, Sarah Langlois, Gerard Hayes, Geoff Wilmhurst, Carolynne Fardy, Kim Johnstone, Lyle Hirowatari, Rick Papp, Joe Rille, Calida MacKenzie, Malcolm Henry, Nancy Twynam

Agenda Number	Item	Action	Deadline
1.	Call to order @ 2:30pm		
2.	Adoption of agenda	Adopted	
3.	Adoption of Previous Minutes		Complete
4.	<u>Business Arising from previous minutes:</u>  Item 3a] Air Quality issue A&E Bldg. Lincoln update -facilities will install two exhaust fans, one East Section, one in the West Section of this building; to be completed by start of fall semester. This will increase the airflow and should diminish any concerns of CO2 levels in the building. Air quality will be tested in the fall while there are students in the building. Also mentioned that the fresh air intake will be on which means that the exhaust fans will be on from 8:00 to 10:00 p.m. which would be cheaper. J. O'Brien raised a concern for the students in the building during the summer. L. Chua advised that in the summer there is only about 25% of the regular amount of students in the building so the air quality is better.  Item 3b] Emergency Planning update: Stacey to send out the revised version of the TRU Alert System  Item 3c] Non-smoking areas – S. Iuchi met with Les Tabata and they had decided to do a “test drive” outside of the Student Street main doors in Old Main. Les would prefer not having them all over every entranceway around campus. C. Corsi was concerned about the decision not to put one outside of the International Building as a large percentage of our international students are smokers.  Item 3d] Emergency Lighting in OM washrooms. L. Chua said they were working on putting the emergency lighting in.	Update  Update  Update	       Start of fall semester  Start of fall semester

<p><b>5.</b></p>	<p><b>JOHSC Planning Meeting</b></p> <p>Update members who were not at planning meeting on May 22<sup>nd</sup>/08 about what went on at that meeting. S. Jyrkkanen provided update. Suggested to send request for AE and OL to have own safety committees to President's counsel to get it made mandatory.</p> <p><u>Subcommittees:</u> review who is on what subcommittee.</p> <ul style="list-style-type: none"> <li>First Aid: Stacey, Shima, Malcolm</li> <li>Communication: Carolynne, Geoff, Gerard</li> <li>Orientation: Carolynne, Cheryl, Stacey</li> <li>Education: Rick</li> <li>Investigations: Malcolm</li> <li>Inspections: Sue, Rick</li> </ul> <p>K. Tessier volunteered for First Aid subcommittee as well. C. Corsi questioned what the goal of the education committee was. She was advised that the goal was to educate the staff and students about Health and Safety and also about the upcoming roll-out of the TRU Alert System. C. Corsi volunteered for education subcommittee. D. Blackwell volunteered for orientation and communications subcommittees. <b>Updated subcommittees are as follows:</b></p> <ul style="list-style-type: none"> <li><b>First Aid: Stacey, Shima, Malcolm, Ken</b></li> <li><b>Communication: Carolynne, Geoff, Gerard, Debbie</b></li> <li><b>Orientation: Carolynne, Cheryl, Stacey, Debbie</b></li> <li><b>Education: Rick, Chelsea</b></li> <li><b>Investigations: Malcolm</b></li> <li><b>Inspections: Sue, Rick</b></li> </ul> <p><u>Pandemic:</u> No update as C. Fardy unable to attend.</p> <p><u>First Aid:</u> S. Jyrkkanen advised that nothing has been done yet, and they are having first subcommittee meeting on June 3/08. Want to get started ASAP to have it done by the beginning of the fall semester.</p> <p><u>Medical Clinic:</u> S. Jyrkkanen has met with 4 of the 5 doctors, along with Rick Browning and they all have great ideas and comments. Rick to schedule meeting with Wellness, Counselling, Stacey, and the doctors to get everyone's input and get a plan.</p>	<p>Complete</p>   <p>Complete</p>	<p></p>   <p>Start of fall semester</p>  <p>Start of fall semester</p>
<p><b>6.</b></p>	<p><b>New Business</b></p> <p>(A) Remove items 1 and 3 under "new business" on the agenda as we are not able to discuss the issues with the quorum being less than 1/2 + 1</p> <p>(B) C. Delling to book ITV Conference Room for our monthly meetings as they have the equipment necessary to allow J. O'Brien to participate as well</p> <p>(C) Option to hire auxiliary person for about 4 hours per month to help out with JOHSC (i.e., acting as secretary at monthly meetings). S. Jyrkkanen to talk to Rick Browning to see if they are going to just</p>	<p></p>   <p>Book OM1472</p>	<p></p>   <p>June 3/08</p>

	<p>pull from auxiliary of if they are going to create a position so it would be the same person each time.</p> <p>(D) Suggestion to recruit the new president to join in on our monthly JOHSC meetings.</p> <p>(E) J. O'Brien requested to discuss Terms of Reference.</p> <p>(i) He would like to see "creating a culture of safety" integrated into the Terms of Reference. Cheryl moves; Debbie seconds to include culture of safety into Terms of Reference. Requested to have 2 or 3 committee members to discuss how we could actually word that into the Terms of Reference.</p> <p>(ii) Should have a representative from each safety committee at the monthly JOHSC meetings</p> <p>(iii) Should define who is here and what position they are serving.</p> <p>Decided to postpone discussions on Terms of Reference until C. Fardy is back.</p>		
7.	Concerns or Incidents from subcommittees:	None	
8.	Incidents – D. Blackwell and G. Wilmhurst investigating the incident in Animal Health and are having a meeting with Stacey on June 3, 2008. C. Delling would like training on incident investigations. S. Jyrkkanen to check budget, but has already done the two 8-hour courses for the year.		
9.	Meeting adjourned @ 3:45 pm. Next Meeting Monday July 7, 2008 at 2:30 pm same location.		