

**THOMPSON RIVERS UNIVERSITY**  
**Minutes of**  
**Joint Occupational Health and Safety Committee**  
**(JOHSC)**

Monday, March 2, 2009

Human Resources Boardroom 2:30 – 4:00

Present: Carolynne Fardy (Co-Chair)  
Cheryl Delling  
Jean Crowe

Rick Papp  
Shima Iuchi

Guest: Tom Owen

Recorder: Susan Petrovcic

Regrets: Stacey Jyrkkanen  
Joi Freed-Garrod  
Kim Johnstone  
Tanya Sanders

Nancy Twynam  
Victoria Baker  
Dave Freeze  
Lincoln Chua

**1. Adoption of Agenda:**

The March 2, 2009 agenda was adopted.  
Moved/Seconded

**2. Adoption of Minutes:**

With one correction: add Tanya Sanders to attendees for February 9, 2009 meeting.  
Moved/Seconded

**3. Business arising from Minutes**

Lincoln Chua was unable to attend this meeting but sent updates to the Committee by e-mail on the following items from the February 9, 2009 Minutes:

**a) Garbage containers outside Culinary Arts (Item 4 (a) from Minutes of February 9, 2009:**

- the garbage container for CATC will be emptied 5 days/week instead of the current 3 days/week. This will help alleviate safety concerns about overloaded containers. Plan is to move container to a different location in summer because a concrete platform has to be constructed and cement will set only in warm weather.

**Action: Lincoln plans to speak with Tom Owen regarding future plans for garbage containers.**

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**b) Off-gassing in A&E (Item 5 c from February 9, 2009 Minutes):**

Lincoln indicated that the person reporting this particular issue was Jason Bermiller of AE168A. Lincoln visited his office and could not detect any unusual odour. However, he has informed Jason to contact him if the odour returns.

**c) Smell in OM (Item 5 d from February 9, 2009 Minutes):**

Lincoln indicated in his e-mail of February 25<sup>th</sup> that 2 persons have reported this smell. Melinda Spooner in OM1801 and Maxine Ruvinsky in OM1841.

OM1801 has a strong detectable odour which comes and goes. Lincoln visited that office on February 25 and detected smell. Facilities increased the fresh air intake for that area from 15% to 20% and smell was considerably reduced and has now disappeared. Fresh air setting will continue to remain at 20% until the source of smell is detected or removed. The 3M Air Monitoring system has been used to collect the gas from OM1801 and the sample has been sent to a lab for analysis. The content of the room's atmosphere will be known on March 5<sup>th</sup>.

Office OM1841 (Maxine Ruvinsky's Office) which is a short distance away from OM1801 (Melinda Spooner's Office) did not have a strong odour when Lincoln visited it on Feb. 25. Maxine will call or e-mail Lincoln the moment the smell returns.

**d) Ventilation in Dishwashing Room (CATC) (Item 5 e from February 9, 2009 Minutes):**

Lincoln indicated in his e-mail that 2 temperature/humidity recorders have been placed in the room to trace temperature/humidity over a 2 month period. Data loggers will be retrieved in about 6 weeks.

**e) Traffic Management problems when evacuating BCCOL (from action items spreadsheet) J. Crowe:**

Jean Crowe reported that in response to **action item #0903** of the action items carried over from previous meetings, a traffic control report is ready to go.

## **4. New Business.**

- a) Tom Owen, Director of Environment and Sustainability at TRU attended the JOSHC meeting as a guest, discussed a number of issues with the Committee and had a number of suggestions for consideration:

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- Garbage recycling – we need a comprehensive approach. Suggested getting non-profit organizations involved.
- Composting issue – looking at doing it on campus but we have the recycle/compost site at the top of McGill Road, close to campus that we can use.
- Discussed the issue of recycling at work. JOHSC members would like to recycle same as residential. City of Kamloops has some pilot projects but there hasn't been the cooperation with businesses as there is with homeowners. Tom suggested that we need a timeline to build towards and also better instructions on what we can and cannot recycle.
- To alleviate some of the environmental problems caused through renovations, it was suggested that JOSHC members meet to prepare a list of environmentally friendly products (establish standards) to be included in renovation contracts e.g. low odour paints, safe no-odour flooring, plus energy assessments of any equipment being installed. Cost would be marginal. JOSHC members agreed that when making large renovations, we need to meet health standards as well as building standard.

To raise awareness, we are looking at:

- “green teams” in each building on campus to raise environmental awareness.
- improving internal communication and making website more interactive.
- can we do our reports online to save paper?
- multi-functional copier/fax/scanners will save paper.
- JOHSC looking to completing safety inspections online.
- getting students involved. Students are very keen to be involved in activities centred around the environment and sustainability.

There was also discussion around use of tap water on campus and the fact that many areas in Kamloops are not on metered water.

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**b) Safety Training (Rick Papp):**

An introductory safety training session re “Responsibilities of JOHSC Members” with facilitator Mr. Tim Ambrus will be held on April 16, 2009 at 8:30 – 4:00 in OL 127. This is a reminder to contact Susan Petrovcic (5342) or Rick Papp (5139) to register if you have not already done so.

**c) June meeting of JOHSC**

Committee suggests that the June 1, 2009 meeting be used for goal setting for next year. We will have a “year in review” of accidents, investigations, and recommendations. We need to ensure that we are doing a good job.

**5. Reports.**

a) Health and Safety (Stacey Jyrkkanen): No

b) Subcommittee Reports:

- Williams Lake: Susan spoke with Mike Shields, co-chair with Chris Montoya of the WL Campus Safety Committee. Mike indicated that he and Chris meet during the lunch hour on the first Monday of each month. With advance notice of the JOHSC meetings, they will try to make themselves available via teleconference to attend the meetings - even if they are a little late due to teaching schedules.
- Williams Lake: Reminder that the WL Safety Report needs to be submitted to Stacey Jyrkkanen in OH&S on a monthly basis.
- Science: Preparing list of protocols; pathological biohazards and making labs secure.
- Terms of Reference for BCCOL - (Jean Crowe)  
**Action: Carolynne will find a non-pdf file to assist BCCOL develop Terms of Reference.**
- Faculty Council Meetings – want to get safety as standing item on agendas.

c) Accidents/incidents: None to report this month.

**Motion to Adjourn 3:25 p.m.**

**Next Meeting - Monday, April 6, 2009 in the Human Resources Meeting Room OM3713 (Josey Westran will attend to take minutes)**