

JOSHC Minutes of September 14, 2009

- Joanne and Nancy are meeting to review policy on absenteeism; no doctor notes will be required.
- Communication with students will be through the Omega paper.
- Joanne explained that the Pandemic Plan will not be completed until the end of October.

1. Adoption of Agenda:

The September 14, 2009 agenda was adopted with the following adjustments/additions to the Agenda:

Item 3. ii a. Pesticides on Campus (Lincoln will speak to this item)

Item 3. iv – add Update from May Planning session (Nancy)

Item 3. v. – add Filing cabinets against cubicle walls (Malcolm)

Item 4. iii. – Education Committee Report (Cheryl will speak to this item)

Moved/Seconded

2. Adoption of Minutes from June 1, 2009:

Minutes from last meeting were adopted with one correction under Subcommittee Reports:

Item 5. (b) i– strike the work “orders”. Sentence now reads “Susan Purdy spoke generally to maintenance issues affecting the Science area.”

Moved/Seconded

3. Business arising from Minutes

i. Review of Hazardous Waste Pickup (Stacey)

Pickup 2X year; mid December and mid May.

No problems reported;

Science stores bio waste until pickup.

Action: Sue Purdy will send information to JOHSC & Stacey re storage of Science bio waste.

ii. Follow-up to Warren Asuchak’s e-mail of June 1, 2001:

- (a) Lincoln reports that Warren indicated that he followed municipal polices re pesticide use on campus. Signs were up prior to spraying but Committee concerned that the signs were not up long enough after spraying.

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- b. Behind the lines campaign:
Some still smoking inside the lines but Security says they move when asked. Looking to apply a better paint and perhaps “hash” lines to make non-smoking area more noticeable. Discussion around if it is a disciplinary issue if smoking within the lines. Since there is a policy, Committee feels it is an offence subject to discipline. Concern re lines being 25’ from doors but follow the sidewalks. Need to look at areas where windows open to ensure smoking is 25’ from open windows.

Action: Stacey and Malcolm will work with Warren on ii. (a & b)

- c. Hand sanitizers in Computer Labs:
Same type of sanitizers as in the hospital.
Joanne Jones and Stacey will count computer labs and sanitizers will come within 24 hours. All campus will be covered by end of this week.

- iii. Election of co-chairs: Those interested in co-chair positions (one management/ one worker rep) are requested to submit names to JOHSC Secretary.
Appointments are for one (1) year.

Action: Nancy will request a non-JOHSC employee supervise the election to be conducted at the next meeting on October 5, 2009.

- iv. Planning Session – Update from May session:
There will be Sub-Committee reports at next meeting;
- Education Committee, Inspection Committee, Terms of Reference, etc.
(Cheryl will replace Tanya on TofR – Tanya no longer a member of JOHSC)

Action: Subcommittees from May 11/09 meeting will meet to up-date prior to October 5, 2009 meeting.

- v. Filing cabinets:
Malcolm couldn’t find anything further on securing cabinets. Currently comply with WorkSafeBC.

4. New Business:

- i. Joanne Jones spoke to JOHSC re pandemic planning.
ii. Status of JOHSC Subcommittees: Stacey indicated that she had not been very successful in getting subcommittees going, however, Lynn Joly sent an e-mail to Deans/Directors and things are now starting to move forward. Science has great Terms of Reference that they are willing to

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share. There is a need to ensure 50/50 Management/Worker representation. Cheryl forwarded the attached JOHSC Procedures and term of appointments document for Committee information and reference. (Attachment)

- iii. Education Committee report – Cheryl reports that the bookmarks have been updated.

Action: Cheryl will bring updated bookmarks to next meeting.

- iv. Review smoking zones: Would be nice to have some picnic tables designated as non-smoking. Not really enforceable but as a courtesy it would be nice for non-smokers wanting sit outdoors. Hard to change policy unless directive from WorkSafeBC or Interior Health.

Action: Stacey will follow-up re non-smoking picnic tables.

- v. Hand sanitizers in A & E – See 3.2.c

- vi. JOHSC and Orientation Day/Welcome Back BBQ:
great day for JOHSC; Canadian Tire donated smoke detectors. We need to send thank you's to Fire & Rescue and Canadian Tire (who want to be involved again next year). Acknowledgements are sent through C. Seguin's Office.

- vii. First Aid Project:
Stacey speaking with Dean in Trades re FT first aid day/night in Trades. Will provide training for Science/Culinary/Gym – looking @ AED's in every building.

Meeting will re-convene in one (1) month – October 5, 2009.

5. Reports: Written reports submitted (copies attached):

- OH& S Report (Stacey)
- Dave Freeze submitted written report for Adventure Studies Dept.
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Action Note:

With Rick Papp away on leave, Stacey will try to locate orientation document for new staff manual