

## Queen's University Library

### Joint Health and Safety Committee

November 25, 2021, 9:00 AM Microsoft Teams (Virtual)

#### **Present:**

K. Kellway (CUPE 1302), G. Akenson (QUFA), E. Xu (USW), N. Petri (Safety Officer/Library Management and Recorder), D. Langham (Director, EH&S), H. McMullen (Library Management), D. Conner (CUPE 1302), K. Hernden (Library Management), S. Dean (Library Management), B. Hulme - Resource (Facilities & Maintenance Coordinator)

#### **Regrets:**

None

#### **1. Welcome to new member K. Kellway**

#### **2. Approval of agenda**

#### **3. Approval of minutes – October 21, 2021**

- a. Approved with following changes under Item 4: Other/New Business: "She noticed that the Library's room numbers for the three rooms in the Law Library differ from those in the university's report; however, the correct rooms were assessed." Ken to update minutes.

#### **4. Business Arising**

- a. COVID update provided by N. Petri and D. Langham.
  - i. Nothing new to report. The updated event guidelines reviewed by the committee are the most recent item. Officially posted on the VP Finance & Administration site. Did not adopt all our suggested changes. It was noted that Library buildings heavily used, and we are running out of space for students to work and study. We are inquiring at Mitchell to see if they can open more spaces; may be in contact with Brendan shortly about this. G. Akenson asked about removing the COVID stickers in our libraries. B. Hulme said this was ongoing, but difficult to do because the chairs for example are heavily used and migrate. Student assistants have been pulled off this project to do other priority work as well. Ideal to attack at end of exams / beginning of next semester. G. Akenson asked about possible response / changes due to rising local case counts. N. Petri and D. Langham reported that it is status quo until the health unit and/or province change regulations. PHU is seeing social interactions driving community transmission; not seeing this on campus. Our measures remain effective. Message: we need to continue to monitor what is happening in the community and ensure that we are being vigilant in our measures.

- b. H. McMullen asked if any communications being used or planned centrally to address compliance fatigue that we can use? Exams coming up and we will be full. D. Langham – nothing new forthcoming as of now. We could also be suffering sign fatigue. More focus on how we get messages to students, working through faculties, etc. N. Petri and D. Langham to bring up these issues at the next meeting of the campus operations group bring up these issues.
- c. G. Akenson noted that there is no accountability for screening. We see a fair number of students who are coughing, sneezing, hacking, etc. – people who are obviously sick. Historically we have had difficulty keeping up with cleaning and we are busier at the end of term. N. Petri affirmed that this has been brought forward and that it is being worked on.
- d. S. Dean expressed concerns about the delay (~4-5 days) in testing in Kingston. Any thoughts about a pop-up testing on campus? D. Langham – no, not really under our control. Depends on others like the hospital to determine if it's necessary and how to organize and staff. Public Health (generally) and university (targeted) have been issuing strategy guidance to get appointments more quickly. Part of the challenge is that there are those who they know should get tested and there are others who feel like they should be tested, which increases wait times. N. Petri noted they should bring forward to campus operations that the university needs to remind students about testing and how they can best go about it. Students are not getting messaging about this.

## 5. Other/New Business

- a. Scents generated by worksites – K. Hernden
  - i. On November 24, 2021, the Library received notification that the roof on Jackson Hall was being re-tarred that day and that Douglas Library and Kathleen Ryan Hall (KRH) might notice the smell of bitumen. Jackson Hall and KRH are next to each other and KRH's HVAC system is at the same level as the roof on Jackson. The prevailing wind blew from Jackson towards KRH as well. The hallways, reading room, and vaults all filled with a strong bitumen smell. Staff had to close their doors (no vents in offices) and fortunately the reading room was closed in the afternoon. While the work was within all safety regulations, it doesn't cover the indirect consequence of people who have scent / chemical allergies. More notice would have allowed us to manage our buildings better to be proactive with the HVAC system, etc. to prevent or diminish the smell. D. Langham – It wouldn't rise to the level of a hazard, but you do want to work to minimize. It's about managing the issue and being proactive, but one needs to be informed in advance. COVID complicates this a bit because we are working to increase airflow through our buildings, so we would need to have agreement about shutting off the air intake proactively. And in the past, we have had things happen like the tar pot

being in the wrong area of the worksite. B. Hulme to follow-up facilities to inform them of what happened and to seek more notice when this type of work happens

**6. Safety Officer's Report**

- a. Nothing to report. Nancy to remind staff about reporting incidents and near misses as many staff have not been onsite during COVID and have not had to do this for a while.
- b. Nancy and Gillian and Brendan and Ken performed safety inspections; we will begin to train others and roll out more inspections

**7. Reports from Members**

- a. D. Conner – Nothing to report.
- b. N. Petri – Nothing to report
- c. K. Hernden – Nothing to report.
- d. K. Kellway – Nothing to report.
- e. G. Akenson – Nothing to report
- f. E. Xu – Nothing to report.
- g. D. Langham – Nothing to report
- h. H. McMullen – Nothing to report
- i. S. Dean – Nothing to report

**8. Next Meeting**

- a. Scheduled for December 8, 2021 @ 1:00 PM on Teams. We will leave in schedule, but if no business to undertake, we will cancel.
- b. The January 2022 meeting will set the new schedule. JHSC may be able to return to the normal (pre-pandemic) schedule by then.
- c. Chair – D. Conner; Minutes – G. Akenson