

Queen's University Library

Joint Health and Safety Committee Minutes **draft**

January 11th, 2022

3:30 PM

1. Approval of agenda. Approved with one addition.
2. Approval of minutes – November 25, 2021. Approved.
3. Business Arising
 - a. COVID update
 - All facilities are open with reduced hours and capacities, except for Bracken which is closed as part of the Botterell Hall closure. Archives and Jordan are by appointment only. Guards are at entrances and will do SecureApp checks before people can enter.
 - Starting tomorrow, curbside pickup of materials commences. Douglas and Bracken pickup will be situated at Stauffer's IS desk.
 - A question was asked about the lack of plexiglass at the curbside pickup location at IS. Nancy responded that there is no plan to put up new plexiglass, that it has been removed from many locations across campus but has remained in select locations at the libraries for staff comfort.
 - There is no requirement to provide N95 masks to staff so they are not being provided. Regular cloth masks remain available.
 - Rapid tests are not available to staff. For staff interested in obtaining the kits it is recommended they attend the provincial pop-ups that are currently being offered locally.
 - QUL have a small number of test kits but they are reserved for use by staff required to be onsite, and who exhibit symptoms.
 - A situation arose that raised questions recently. A patron visited the ATC with a child. Both had completed the SecureApp. The parent mentioned that the child had only received one vaccination thus far. Nancy clarified that there is a requirement to be fully vaccinated as stated on the library website. Upon learning that information, they are in contravention and could be asked to leave. Although it is expected everyone on campus is fully vaccinated, people will not be asked for anything except their SecureApp to enter library buildings.

- A question was posed about the different advice about what to do with a negative rapid test. Nancy advised that you should now follow what is on the KFL&A Public Health website. Samira also added that she is closely following the information as it is released via public health.

4. Other/New Business

a. 2022 Documents

Nancy created a new folder in Teams (Files > Documents > 2022) that includes an updated inspection schedule, membership list, and meeting schedule.

5. Safety Officer's Report

Nancy reported that in 2020/2021 there were no injuries. For 2021/2022 an injury was reported that took place on December 13. A patron slipped and fell outside of the loading dock area. It has been reported and the 'lip' between paving areas will be evened out in the Spring. It did not result in lost time, but a medical professional was consulted.

5. Reports from Members

a. Nancy – Nothing further to report.

b. Samira – Nothing to report.

c. Ken – On November 10th (2021), Brendan and Ken conducted an inspection of Stauffer's 2nd and 3rd floors.

d. Gillian – There continue to be requests for more detailed ventilation data for the libraries.

e. Emily - Nothing to report.

f. Kiko – Nothing to report.

g. Dianne – Gillian and Dianne conducted inspections of both Education and Archives in December.

h. Dan – Discussions about ventilation continue to take place. In addition, there was an update to the SecureApp last week. It is important that people update the app, which might need to be forced if users are not prompted.

i. Brendan – Brendan reported that he will be leaving the library in late January. The team provided much applause for his contributions. (Nancy might have shed a tear.)

7. Next Meeting – Feb. 9, 2022

8. Chair – Nancy; minutes - Heather