

Agenda



Meeting:	Arts and Science Joint Health and Safety Committee	Date & Time:	November 30, 2022 at 2:30pm
	Microsoft Teams		
Chair(s):	Terry O'Reilly; Paul Bass		
Attendees:	<ul style="list-style-type: none"> Terry O'Reilly, Monika Holzschuh, Paul Bass, Tina McKenna, Melissa Grant, Carolyn Bonta, Islamiat Abidemi Raji, Cormac Evans, Dan Langham, Lindsay Lee 		
Regrets			

Discussion Item	Attachment
1. Call to Order <ul style="list-style-type: none"> Intros & welcome to the committee - Islamiat Abidemi Raji and Cormac Evans 	
2. Approval of Agenda <ul style="list-style-type: none"> Approved and seconded 	
3. Business Arising from October 28th, 2022 Minutes <ul style="list-style-type: none"> QUBS follow-up discussion <ul style="list-style-type: none"> Dan & Terry responded to QUBS Operations Manager regarding health and safety commitments. Everything being followed. Confirmed that QUBS doesn't fall under the ASC JHSC jurisdiction - Form 7s will be sent directly to QUBS in the future. August minutes <ul style="list-style-type: none"> Are now available and have been posted online 	
4. Co-Chair's Reports <ul style="list-style-type: none"> Paul - Can we create some language to reduce anxiety about inspections? Create a communication template to ensure that the focus is on helping and offering support. Carolyn - Create a package - here's what to expect about your 	

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<p>inspection, who needs to be there, etc.</p> <ul style="list-style-type: none"> • Cormac - is there a pre-call with area managers to walk them through the process? • ACTION Paul/Terry - investigate the feasibility of pre-calls • Lindsay - can we advertise the general inspection schedule • Melissa - could there be a general presentation at the beginning of the year with all areas to be assessed each year • Paul - or can we present at a manager meeting? Perhaps inviting safety officers • ACTION Paul/Terry - determine what to action and vote upon • Monika - very time consuming to set up inspections - takes approx. 1 hour to set up each one • Dan - legislatively, only a worker is required to attend inspections. Queen's has added the requirement to have managers on inspections, but if a manager is not available, don't delay. • ACTION Dan and Cormac - to speak with managers about getting more members 	
<p>5. Inspection Schedule</p> <ul style="list-style-type: none"> • Dan School of Business - Terry & Tina - November 9th - completed • Kinesiology - scheduled for December 8th • Sociology and English - scheduled for December 13th • Geography and Planning - Cormac & Tina - TBA • Gender Studies and Languages - Lindsay & Raji - TBA • School of Religion - Terry & Tina - TBA 2023 	x
<p>6. Report of Injury - Form 7 for review (x1)</p> <ul style="list-style-type: none"> • Worker tripped on uneven pavement outside Jeffrey Hall when raining; broken tooth and other minor injuries • Cormac - Is outside a building part of this committee's jurisdiction? • Dan - Yes, this would fall within our scope. • This is reportable because the worker sought medical care. • ACTION Dan will follow up with facilities 	X
<p>7. Other Business/Discussion Item</p> <ul style="list-style-type: none"> • Poor air quality, concerns about high CO2 levels in Kingston Hall due to poor ventilation (Monika) • Dan referred to the facilities website info on air ventilation • There is ongoing maintenance to ventilation systems – they are also inspecting portable HEPA filters – Queen's needs to increase the 	

Discussion Item	Attachment
equivalent air changes / hour. <ul style="list-style-type: none"><li data-bbox="215 212 1308 289">• If people have air quality concerns, it is important they are reported to EHS / Facilities.	
8. Next meeting: January 25 th at 2:30pm	