



**JOINT HEALTH & SAFETY COMMITTEE**  
**December 12, 2023.**  
**TIME ~ 11:00 a.m. – 12:00 p.m. / VRR**

**Minutes**

**Attendance:** Bruce Bell, Teri Wagar, Ikeoluwapo Baruwa (PSAC 901 rep), Alex Amodeo, Nicole Pennell, Clint Giroux.

**Regrets:** Chris Ingram, Elizabeth MacEachren, CUPE 1302 Rep, Lisa Tugnette (Committee Secretary).

- Approval of the Agenda  
Moved: Nicole Pennell      Seconded:    Ikeoluwapo Baruwa
  
- Approval of the Minutes of September 11, 2023.  
Moved: Nicole Pennell      Seconded:    Bruce Bell
  
- Business Arising from the Minutes and Old Business (Discussions, Decisions, Updates)
  - Worker member still required as a Co-Chair for a two-year term. Zabe has been acting on an interim basis. Teri, IK, Zabe and Clint are the four worker members on the Committee. The duties of co-chair are set out in the Terms of Reference. Teri will follow up offline in further discussions with Zabe. Ikeoluwapo may be able to assist as Co-Chair in May, 2024.
  
- Communications
  - PPS will continue with moved piles of snow to be piled up in the North end to reduce the off-melt onto the actual parking lot surface.

- Report from the Chair, Bruce Bell
- **Inspection Reports:**
  - a. Still missing two inspection reports to be completed in December. Everyone present are willing to pitch in to get these to be completed. It should only take an hour to complete both A and B wing offices. Dec 19<sup>th</sup> & 20 both Bruce, Clint and Teri will be available.
- **Incident Reports:**
  - a. Bruce reviewed the one incident report received
- **New Business:**
  - Set quarterly JHSC meetings, every 3 months on Tuesdays from 11 -12 pm.:
    - i. March 19
    - ii. June 18
    - iii. September 17 and
    - iv. December 17, 2024
  - **ACTION:** Lisa will send out a Doodle Poll to schedule inspections
    - 11 zones need to be inspected in Duncan McArthur Hall within a twelve-month period
    - We will conduct inspections of the oldest ones first. Inspections of the classrooms can be done during the first BEd break from 11:00 a.m. – 12 noon on the following dates: Feb 6, Feb 20 and March 12 & March 26, 2024
    - **ACTION:** Teri will get a copy of the QSOE class schedules
    - We will look at booking three inspections per quarter
    - Feb & March will focus on areas: Tech Ed Lab, 2<sup>nd</sup> and 3<sup>rd</sup> Floor Classrooms, Areas 6, 7, 8, 10 and 11
- **Motions** – none
- Adjournment of meeting

Next Meeting: Tuesday, March 19, 2024 from 1 – 2 p.m. VRR

Chair: Bruce Bell

Secretary: Lisa Tugnette

NAME	MEMBER DESIGNATION	CERTIFIED MEMBER	CO-CHAIR	CONTACT INFO
MacEachren, Zabe	QUFA		X	<a href="mailto:maceache@queensu.ca">maceache@queensu.ca</a>
Wagar, Teri	USW			<a href="mailto:tw77@queensu.ca">tw77@queensu.ca</a>
Ikeoluwapo Baruwa	PSAC 901-1			<a href="mailto:ikeoluwapo.baruwa@queensu.ca">ikeoluwapo.baruwa@queensu.ca</a>
<b>VACANT ? N/A ?</b>	PSAC 901-2			
<b>? N/A ?</b>	CUPE 1302			
Clint Giroux	Non-Unionized	X		<a href="mailto:clint.giroux@queensu.ca">clint.giroux@queensu.ca</a>
Bruce Bell	Management	X	X	<a href="mailto:b.bell@queensu.ca">b.bell@queensu.ca</a>
Ingram, Chris	Management	X		<a href="mailto:chris.ingram@queensu.ca">chris.ingram@queensu.ca</a>
Amodeo, Alex	Management			<a href="mailto:A.Amodeo@queensu.ca">A.Amodeo@queensu.ca</a>
Nicole Pennell	Management			<a href="mailto:nicole.pennell@queensu.ca">nicole.pennell@queensu.ca</a>
Lisa Tugnette	Secretary			<a href="mailto:lisa.tugnette@queensu.ca">lisa.tugnette@queensu.ca</a>