

# JHSC - Duncan McArthur Hall

Location: Vernon Ready Room  
Hybrid via Microsoft Teams

Date: April 24, 2023.

Time: 1:00 - 2:00 p.m.

Co-Chairs: Management - Bruce Bell  
Workers - Elizabeth MacEachren

Participants: Alex Amodeo, Nicole Pennell, Clint Giroux, Chris Ingram, Ikeoluwapo Baruwa and Lisa Tugnette.

Regrets: Teri Wagar

JHSC Terms of Reference: [LINK](#)

## Agenda items

### Review Past Minutes

- Minutes from last recorded [meeting](#). (February 2023)
- Minutes approved as presented.

## Committee Membership and Chairs

Zabe (Elizabeth) MacEachren agreed in March 2023 to temporarily fill the worker co-chair position. Clint Giroux has declined to seek nomination for the position. The worker representatives must determine who will co-chair the committee for the next 2-year term.

Membership changes that have occurred since last meeting:

- Welcome Ikel! (Ikeoluwapo Baruwa) has joined the committee representing PSAC901-1, taking on Terrence Ly's position.
- Welcome Nicole! Nicole Pennell has joined the committee representing management, taking on the position previously held by Brandon Ruck.

We have reached out to EH&S for clarification if a PSAC901-2 member is required. (Terms of Reference, TOR, do not have the requirement; we previously had Kaveh Mousavand as a rep)

We are no longer responsible for inspecting the Education Library, so will not need a CUPE 1302 representative on our committee. (TOR needs to be updated - Request in with EH&S)

## Incident Reports

No new incidents have been reported to management or the management committee co-chair.

## Inspection Reports

Bruce reviewed the inspection reports from 2023. (1 of 10 [areas](#) inspected)

Plan Workplace Inspections for 1 April 2023 - 30 June 2023.

- Determine Committee memberships' general availability. **ACTION:** Bruce will poll the committee members to determine next inspection date (likely a Friday). 1 co-chair, 1 manager and 1 worker required.
- Nine areas remain to be inspected.
- TOR requires us to inspect outdoor areas including paths and parking lots. We need to add this to our inspection plans as an 11<sup>th</sup> area.

## Training

First Aid training is available through the safety office / St. John's Ambulance. (sent to EDNEWS List 2023-04-05 & 2023-04-12)

Classes this month are full, but more dates will be announced for Spring and Summer. When they open registration, a notification will be sent to EDNEWS.

Check for new dates here:

[First Aid Registration Form](#)

JHSC Certification Training is provided by the university.

All EH&S training available at Queen's, including JHSC Certification, can be found here:

<https://www.queensu.ca/risk/safety/training>

**ACTION:** JHSC members to consider additional training opportunities that could be offered through JHSC please advise.

## New Business

None

Current Membership training shown in table Appendix A.

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>