

**Faculty of Health Sciences
Joint Health and Safety Committee (JHSC)
Minutes of Meeting**

**Wednesday, November 15, 2023 at 1:30 p.m.
Kelly Boardroom, Macklem House/Zoom**

Attendees:	Logan Bale	DBMS	USW Local 2010
	Lisa Butler	Public Health Sciences	QUFA
	Sharon David	SRT	MGMT
	Christine Irving	FHS Ops	MGMT
	Dan Langham	EH&S	
	Allison Mackey	Nursing	MGMT
	John Singleton	Cancer Research Labs	MGMT
Minutes:	Tammy Henry	FHS Ops	
Co-Chairs:	Yat Tse	DBMS	MGMT
	<i>Worker co-chair vacant</i>		
Regrets:	Anne Biggar	CCTG	Non-union
	Guilherme de Freitas		PSAC 901 unit 1
	Sidra Shafique	DBMS	USW 2010-0
Copy to:	Safety Officers, Faculty of Health Sciences Department Heads		

Y. Tse (Co-Chair) called the meeting to order at 1:30 pm.

1) Approval of the Minutes of September 20, 2023

Approved by A. Mackey and seconded by C. Irving

Approval of the agenda of November 15, 2023

Approved by J. Singleton and seconded by S. David

2) New Business

2.1 New Co-Chair – Yat Tse

J. Singleton introduced Y. Tse as the new Co-Chair

Y. Tse shared that J. Singleton has been part of the FHS Joint Health and

Safety committee since 2003. After serving for two years he became the Co-Chair.

2.2 Inspection report

Response – Cancer Care and Epidemiology

C. Irving summarized the inspection. There were minimal issues such as items up high on shelves or cords that needed to be moved. There were some papers covering a vent as the cool air is always blowing in. Room 230 is an office that had a cable that could potentially be a tripping hazard as it ran across the room because it was too short to go behind the furniture.

C. Irving will revisit a few of the spaces where the staff member disagreed with what the inspectors recommended. C. Irving will let the staff member know that the inspection report was discussed at our committee, and it is felt that there are a few issues that will need to be corrected as the entire committee agreed with the inspectors. If there still are disagreements it can be brought forward to EH&S.

3) Other Business

3.1 D. Langham report

D. Langham reported that senior leadership has revised the Workplace Violence policy and accompanying procedure. This policy has been in place since 2000, but hadn't been updated since 2016. The new Harassment and Discrimination policy has also had a few changes. Both of these policies are on the secretariat's webpage. These will be distributed to departments as they are required to be posted within the workplace. Joint Health and Safety Committee members doing inspections should ensure that the Workplace Violence policy is on the safety board. The policy will also be on the main risk and safety services webpage. This site consolidates many different sources of information that relates to violence in the workplace.

EH&S has sent out a fall newsletter to safety officers and asked that it be distributed to members of their department. The newsletter shares some safety information as well as it announces new staff members that have joined the department.

4) Adjournment

The meeting was adjourned at 1:53 pm.

Minutes approved by:

Co-Chair Y. Tse

(Worker Co-Chair position is vacant)