

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

**Wednesday, May 17, 2023 at 1:30 p.m.
Kelly Boardroom, Macklem House/Zoom**

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

J. Singleton (Co-Chair) called the meeting to order at 1:35 pm.

1) Approval of the Minutes of February 15, 2023

Approved by G. de Freitas and seconded by S. David

2) New Business

2.1 Introduction Sidra Shafique (USW 2010-0)

J. Singleton introduced new committee member Sidra Shafique.

2.2 Incident report

J. Singleton spoke about an incident report. An employee had a fall on the ice at the entrance of Botterell Hall. The employee was seen at HDH Urgent Care. No work time lost. There was a lag of time between when medical attention was sought and when the incident was reported.

D. Langham indicated that this lag of time doesn't happen as much as it used to. It is communicated to supervisors that they need to ensure all employees are aware that they should let their supervisor know if they seek medical attention, so that the appropriate reporting is done.

3) Other Business

3.1 J. Singleton – inspection timelines

J. Singleton encourages everyone to ensure their inspections are done over the summer if possible.

3.2 D. Langham report

EH&S has circulated a news report email in May. A few highlights are the Off Campus Activity Safety policy has been recently updated. The Safe Travel and Activity Registration Tool has been redesigned and configured as well. This is the online system that supported the policy, which allowed individuals to register travel. Please continue to spread the word about this policy.

Software has been implemented to allow us to input all AED's that are currently on campus. More information regarding AED's can now be found on the EH&S website. The information being put into a database will prepare us for when the government finalizes and implements the legislation that was passed last year. This legislation focusses on registration and public availability of AED's.

Departments hiring casual employees this summer will need to onboard them from a health and safety standpoint the same as any other employee.

EH&S committees will be sent some policy documents to review within the next couple of weeks.

A scent free and sensitive area signage question was asked. What process should be followed if a unit is asking about this? D. Langham shared that signage is posted as part of accommodating someone that has a scent sensitivity. Therefore, an accommodation would need to be made through HR for a staff or faculty member and QSAS for a student. A sign isn't posted unless an accommodation is made.

4) Adjournment

The meeting was adjourned at 1:55 pm.

Minutes approved by:

Co-Chair J. Singleton
(Worker Co-Chair position is vacant)