

Facilities
JOINT HEALTH AND SAFETY COMMITTEE
Minutes of Meeting
Wednesday November 16, 2022, 1 pm
355 King St. W- Room 241

Attendance

Chaired By: Steve Senechal

Co-Chair: Pierre Bartkowiak

Worker Reps: David Gerrish, Johnathon Dillon, Steve Senechal

Management Reps: Christopher Bagshaw, Pierre Bartkowiak

Absent: Viet Tran, Jesse Bambrick, Barb Wowk

Guest: n/a

Recorder: Becky (Rebecca) Cavanaugh

Approved minutes from last meeting: YES

Approval of Agenda: YES

Unfinished Business

15.11 The current confined space inventory is out of date and some sites are not signed. Committee requested an updated list of confined spaces from EH&S. Pinchin Ltd. Was hired and as of right now all these buildings have been assessed and they are working on writing up all the Confined Space Hazard Assessments and pushing them through their internal review process. So far, we have received Confined Space Hazard Assessments for 15 locations in 9 of those buildings and we expect to have the majority of these completed and in hand by the end of the month. They will move on to creating Entry/Rescue plans for the specific types of entries that we will encounter on campus (Entering a manhole, a tank, a sump pit etc.), these plans can be used as templates for Facilities to create site specific Entry/Rescue plans in the future.

UPDATE: All Completed, to review the space assessments together with the committee during the December meeting

Assigned to: Chris Bagshaw

19.01 Facilities and EH&S worked with a third-party consultant to complete additional roof access modelling for buildings with fume hood systems. Contractor assessed roof tops and provided a draft report. Report is being reviewed. See agenda item 16.10. The Roof Access SOP (SOP-Safety-18) has been released to Facilities Services for implementation. Signs continue to be installed where needed. Ongoing. Committee recommended adding a check that these are installed on future inspections.

UPDATE: Ongoing

Assigned to: Chris Bagshaw

- 20.01** Concern raised again regarding falling snow off of the roofs of Gordon Hall and Chernoff Hall (formerly agenda item 16.11). Slide guard installation is complete. Supplies ordered and waiting on them to come in/work to be completed. Still waiting to hear about when heat tracing will be completed on both buildings, ongoing.
UPDATE: Updated quote received, alternative plan for Chernoff: steel bin/pipe rack moved
Assigned to: Chris Bagshaw
- 20.13** A committee member raised a concern that the trades and custodial groups are not all aware of how to access the SDS and HMIS Asbestos inventory databases. Committee member to follow up with IT re: alternative solutions to access data. EH&S to confirm if there is a universal password solution by September meeting. Trades have access to i: drive folder, area managers to work with IS&T to install desktop icons.
UPDATE: Education to be provided at Town Hall tomorrow (Nov 17) for how to access this on the computers.
Assigned to: Pierre Bartkowiak
- 21.04** The committee raised a concern regarding the flooding at Robert Sutherland Hall this month. Electrical hazards were present and trades staff weren't presented with adequate information before entering. A standard operating procedure needs to be established to outline how to manage entry into flooding situations where electrical hazards may be present. Similar issue at Donald Gordon Centre and Mitchell Hall, still ongoing. Management is working with EH&S to develop an entry checklist when flooding is present in a building. Finding out if committee needs to provide anymore feedback prior to next meeting and if this item can be completed. Need general flooding SOP, process map on floods is being developed but not ready for distribution yet.
UPDATE: Ongoing, no update provided
Assigned to: Sam Whyte
- 22.08** Committee discussed revising the process of workplace inspections to be more efficient. Potential to digitize the inspection forms for ease of access and less repetition. Also noted that some rooms do not have signage indicating their room number and committee should identify these on their reports so room #'s can be installed. Committee reviewed new system; Orange QC and provided feedback, changes to be made and then a trial will take place in one of the areas.
UPDATE: Testing to took place with some JHS members. Working instructions being created for Orange QC. More adjustments to the template suggested and it will be an ongoing item.
Assigned to: Sam Whyte/ Chris Bagshaw

REGULAR REPORTS

Accident Reports

- **No report was received yet but group discussed incident below:**

October 24th: Employee set a bucket down with cooling tower chemical in it and some splashed up onto the workers forehead and dripped into the eye. Required a hospital visit.

LOSS OF TIME: Yes

RECOMMENDATION: PPE/Chemical safety refresher

Joint Health & Safety Committee

- Review of new covid-19 related information, procedures or protocols, updates on how operations are going with new COVID-19 measure in place, and discussion of any concerns raised with members of the committee.

Training:

- Lanyard and Harness Inspections to take place Nov 29
- TB Testing will take place next week for Area 3 and other volunteers

Building Inspections: * committee requested a report of what buildings are left to be done for 2022

- Law Building
- Leggett Hall
- Watts Hall
- Orr Tower
- Chernoff Hall

Lost Time Injury Status

Days Free of Lost Time Injuries: 23 days since last reported injury, as of November 16 2022

Next Meeting:

The next safety meeting will be held at 1 pm on **Wednesday December 21st, 2022**- 355 King St. W Meeting room 241

Distributed to:

JH&S Committee Members
Facilities Services Staff
Departmental Safety Boards
Central Heating Plant
Environmental Health & Safety