

Residence Joint Health and Safety Committee Minutes
May 20, 25

Attendance: A Laranjeira (Co-chair), S Smith (Co-chair), S Desveaux, C Furusawa, M Kenyon, K Murphy, D Wilson

Regrets: D Hardy, K Newstead

Approval of Minutes – meeting of March 31, 25- All

- The minutes of March 31, 2025, were approved.

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General Updates – S Smith and A Laranjeira

- A. First Aid Kits – follow-up from March 31st meeting**
- B. WSIB - follow-up from March 31st meeting**
- C. Floor identification # signs - follow-up from March 31st meeting**
- D. Fire Hoses**

- S Smith stated that Stephen has prepared an SOP for first aid kits, the kits will be sealed and we need a frequency to examine if the seal has been broken, if the seal has been broken then an inventory of the kit is completed, if the seal is not broken then the kit has not been tampered with and is ready to go. S Smith and A Laranjeira will review the SOP and S Smith will have it rolled out.
- S Smith stated that the Assistant Manager's are reminding staff that they need to complete the WSIB forms, and that injuries need to be reported to them on the day it happens, whether a WSIB form is required or not.
- Stairwell number signs – Greg will be posting the number signs required.
- A Laranjeira stated that a fire hose was unravelled on St. Patrick's Day, and that she has received conflicting information from EH&S and H&A management as to who could roll up fire hoses. EH&S informed her that an EH&S tech was responsible for rolling up the hose and H&A informed her that anyone could roll up the hose. S Smith responded that there is a method for rolling up the hoses, and if you know the method anyone can do it, you don't need to be a certified fire technician to roll up a hose, you just need to follow the procedure. He clarified that custodial staff should report an unravelled hose and it will be handled by people who have the training to do it.

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Inspections - S Smith and A Laranjeira

- Inspections for 2025 – A Laranjeira has assigned Cupe 229 and USW workers.
- S Smith stated that they should try and complete the inspections before November.

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Incident/Accident Reports - A Laranjeira

- A worker reported that she was in the washroom and began to feel faint. She went to the hallway, entered the elevator and fainted inside. Her manager took her directly to the urgent care, there was no concussion, no broken bones and no issue with her spine or back. The doctor advised it was an isolated incident, and she could return to her regular job. No time was lost from work. It is the

employers understanding that this is a personal medical issue and not the result of the workplace, a form 7 is only being submitted because a form 8 was created.

- A worker reported that she was cleaning a wardrobe and pulled a large drawer out, when returning the drawer into the wardrobe, it dropped from her hands and fell on her foot. This resulted in a fracture of her big toe. Medical attention was sought, and she lost time from work. A Laranjeira added that the recommendation resulting from this incident and previous incidents, is to bring forward mandatory safety footwear for the 8-4 shift, to have a risk assessment completed and an SOP.
- The committee discussed reasons for safety footwear.
- S Smith stated that we make data driven policy, currently the requirements for safety footwear are the 4-12 shift, 12-8 shift and the moving crew. We want this decision to be data driven but we could roll it out to everyone, meaning everyone would wear safety shoes all the time.
- S Smith stated that there was an incident where a staff member was pricked by a needle. He added that two things came from this, staff should go to the hospital, they have a protocol for needle pricks, and to put some onus on the student with a reported medical condition that they abide by safe needle handling procedures. There will be a follow up to put procedures in place where the students are held accountable if they're not disposing their needles correctly.
- A Laranjeira stated that many meetings ago there was a discussion about a staff getting cut while throwing out garbage and gloves were to be provided for each building. She queried if this could be in place for September.
- The committee discussed the type of gloves that would be beneficial, S Smith will follow-up.

Meeting adjourned, Next Meeting – July 21, 25