

Joint Health & Safety Committee  
Administrative Services  
Meeting Minutes of May 24, 2022

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**CHAIR: Norma Barrett, Co-Chair Management Member**

**Attendees:** Melanie McEwen, Marie Edwards, Shamel Addas, Shaun Mackenzie, Todd Zimmerman, Robin Shearer, Dan Langham, Sandra Jeffers

**Regrets:** Jason Neufeld, Fatima Couto.

Agenda

1. Call to Order 1pm
2. Approval of Agenda: No additions
3. Membership: It was noted the committee is meant to be a committee of 14 – 7 representing the various unions and 7 management members. Unions have been consulted three times but at present they are having some challenges finding members. It was also noted that sending up standing meeting times in advance might be helpful determining time commitments for new members as will changing back to quarterly meetings from monthly. A poll will be sent out to members to determine a standard meeting schedule (day and week of the month preferences).
4. WSIB Injury Report: No new reports.
5. Workplace inspections: It was noted Financial Services (Rideau Building and Richardson Hall) were inspected since the previous meeting and a few have been lined up for the coming weeks. It was noted there weren't any significant issues, mainly cords, shelving not secured to the wall and items blocking egress. It was noted the updated Policy documents were recently sent out so to ensure you are looking to see that they are posted when you are doing your inspections.

It was noted that a number of departments are moving to 355 King Street and have indicated they wish to wait until they move since they are busy with packing etc. The following departments are moving: Risk and Safety Services, EH&S, Facilities, Campus Security and Emergency Services, Financial Services, Postal Services, Research Services, Procurement. All of the departments currently located in the Rideau Building will be moving out. The timeline is looking to be between June and July. There have been delays for unforeseen items such as the carpenter's strike.

Committee members were reminded to look at the Teams folder to review the inspection reports and to sign up for upcoming inspections.

6. COVID-19 Updates:

- a. Covid update: It was noted there isn't much in the way of updates at present. The committee was reminded that the daily screening become suggested rather than mandatory and vaccination mandates were suspended at the beginning of May 2022. There will be new signage for building coming out soon indicating that although some restrictions have been removed Covid is still here and continuing to assess our health prior to arriving on campus is still recommended.

The provincial government has removed almost all of the requirements other than those in hospitals and long term care facilities; however, they are scheduled to be removed in early June 2022.

It was also noted there are ongoing discussions occurring at the university and it is expected there will be additional information going out to the broader community in the coming days.

The university is beginning to discuss what the landscape look like in fall 2022. It is expected that information will likely go out later in the summer (late June or July) as we see how things go over the summer.

- b. JHSC Terms of Reference Review: The committee was reminded that members need to review the JHSC TOR document and provide comments to Norma via Teams by Friday May 27<sup>th</sup> at noon. Norma will consolidate our comments and provide it to EH&S.

7. New Business – Nothing to note.

8. Motion to Adjourn: 1:30pm

9. Next Meeting Date: Will be determined via email communication.