

Residence Joint Health and Safety Committee Minutes

January 25, 2022

Attendance: A Laranjeira (Co-chair), B Wowk (Co-chair), R Byrom, C. Clark, B. Hole, N. Mackay, J McGregor, M. Sheldrick, D Wilson, M Hamilton (note taker)

Review Minutes of November 30, 2021

- The minutes of November 30, 21 were approved.

Updates – B Wowk:

- B Wowk welcomed J McGregor, Assistant Manager/Facilities/Community Housing, to the committee and introductions took place.
- A member expressed concern that students were still not wearing their masks despite staff speaking to them and questioned if reporting them was making a difference.
- B Wowk stated that each time this is reported colleagues in Residence Life as well as Facilities staff are actively responding. She added:
- Each report received indicates a different student and new students are returning to campus.
- Since the new protocol was put in place for Jan. 22, there is a more stringent approach that is being escalated. The information also goes on to the student conduct report with follow-up.
- If there is a non-compliance issue staff must report it immediately.

Building Inspections:

- A Laranjeira stated she spoke to Sarah in December regarding outstanding inspections and was informed that due to the covid outbreaks, busyness of the work environment and staff shortages these inspections could be completed in the new year. She added that Harkness, JRH, Waldron and vehicles are still outstanding. Vehicles and JRH are scheduled for next week, N Mackay and M Sheldrick will complete Harkness and Waldron.

Old Business/Follow-up Items:

- PPE and work boots as prevention – Residences is managing a high level of PPE despite the supply and demand. B Wowk will schedule a sub-committee meeting to discuss work boots and bring forward information to the committee.
- Ladder safety refresher course – B Hole will bring this forward to the next meeting.
- Assistant Managers have reminded all staff to replenish supplies and return carts to the proper storage areas.

New Business - Accident and Incident Reports:

- B Wowk will forward to the committee a EH&S annual statistics report on incidents.
- A Laranjeira stated that an employee reported a small bump at the base of their thumb causing them discomfort. This may be the result of opening a garbage dumpster but the cause is unknown. No time was lost from work.

Other

- New Workplace Harassment and Discrimination Prevention and Response Policy – this has been placed on the Health and Safety boards and emailed to staff.

- A Laranjeira stated there is a new reporting process for incidents and requested that Assistant Manager's discuss the SOP and reporting at the staff meetings. B Wowk will incorporate this item into the work boots meeting.
- B Wowk reminded members to consistently check their email, the EH&S website and the COG website for covid updates. She added that if staff still can't find answers they can go to their immediate supervisor for direction.
- Restocking of first-aid kits – B Wowk will bring this forward to J Meehan. Community Housing and Residences will bring forward an update at the next meeting.

• **Meeting Adjourned**
Date of Next Meeting: February 15, 2022