

Residence Joint Health and Safety Committee Minutes
Nov. 18, 2024

Attendance: A Laranjeira (Co-chair), S Smith (Co-chair), S Desveaux, M Kenyon, K Newstead, A Shahzad, D Wilson

Regrets: C Furusawa,

Approval of Minutes – meeting of Sept. 16, 24 - All

- The minutes of September 16, 24 were approved by email.

Nov. 18, 24

General Updates – S Smith and A Laranjeira

- 1. Sue Hutchinson has stepped down from JHSC – membership is now balanced at 4 workers, 4 managers (including joint chairs)**
 - S Smith added that the committee should have ten members.
- 2. Wall mounted sharps containers to be mounted in Leonard dining washrooms. SOP for AMs to be implemented**
 - S Smith stated that in the summer a staff member was pricked by a needle in the garbage at one of the two newly renovated single use washrooms at Leonard. There were no sharps containers in those washrooms. They have been purchased and installed. He added:
 - We are going to prepare a procedure so that the Assistant Managers will check the containers periodically and swap them out for a new container when necessary.
- 3. Portable sharps containers available in FCC for staff...as needed for either student or staff use.**
- 4. Health & Safety board update**
 - Residence safety boards have been updated with the new green book. The H&S committee membership needs to be added and outdated information replaced with the current versions including the discrimination policy.
- 5. First aid kits update**
 - First aid kits have been placed in break rooms however, there has been difficulty getting the seals to put on them. If the seals don't arrive shortly, there will be an interim method to inspect the kits as part of the residence inspections. Once the seals arrive, the kit will only be inspected if the seal is broken.

Nov. 18, 24

Inspections - S Smith and A Laranjeira

- S Smith stated that with the change in management membership, he has made some changes to the building inspection schedules assigning a few people more buildings.
- Waldron, Endaayaan, and Leonard inspections are complete.

Nov. 18, 24

Incident/Accident Reports - A Laranjeira

- A worker was assigned to help with move-in and reported that they developed shin splints. Medical attention was sought, and they returned to work.
- A worker reported moving an item in a flooded area, slipping and twisting their knee resulting in extreme pain. The pain caused anxiety and difficulty breathing, Queen's security attended, and the worker went to the hospital by ambulance. No time was lost from work.

Meeting adjourned, Next Meeting – Jan. 20, 25