

***Residence Joint Health and Safety Committee Minutes***  
**November 14, 2022**

**Attendance:** A Laranjeira (Co-chair), R Byrom, C. Clark, S Hawryszko, N. Mackay, J McGregor, A McLaughlin, J Stewart, M Hamilton (note taker)

**Regrets:** B Hole

**Review Minutes of September 20, 2022**

- The minutes of September 20, 2022 were approved.

**Updates – A Laranjeira:**

- A Laranjeira welcomed new members and introductions took place.

**Building Inspections/Shared Teams Folder:**

- Inspection information will now be kept in the H&S Teams folder and will no longer be emailed. C Clark will give Sandra (EH&S) and new members access to Sharepoint.

**Old Business/Follow-up Items:**

**First Aid Kits:**

- A Laranjeira is recording expired items as well as kits that should be replaced.
- Community Housing has not needed to replace any kits and none of the tamper seals are broken.
- R Byrom will follow-up with J Meehan on the purchase of tamper seals for residences.
- A Laranjeira queried what the next steps are for first aid kit replacements.
- R Byrom responded that J Meehan was going to provide a list of what should be in each kit, once we have that along with the tamper seals, we can start replacing them. He added that Band-aids should be kept separate so tamper seals are not broken and an incident report doesn't need to be completed for things like a blister.

**Updated policy statements:**

- A Laranjeira will forward updated policy statements to the Assistant Managers for placement on the Health and Safety boards.

**New Business - Accident and Incident Reports:**

- A worker was trying to dispose of a garbage bag in a large bin. She had used a broom handle to push open the bin lid, then leaned the broom against the garbage bin. The broom fell over and she stepped back awkwardly onto it, resulting in her turning her foot and subsequent difficulty walking. Time was lost from work.  
Corrective Action: the committee discussed the difficulty of opening bin lids and will follow-up with Llynwen Osborne to see if she can reach out to the company for options.

**Other:**

- R Byrom stated that they will be conducting fire watches due to the issue of broken ceiling tiles. He added that they currently have no replacement tiles. Tiles have been ordered but they do not know when they will be delivered, therefore there is no other option but to have someone patrolling the high incident areas. He continued:
- All the damages in residences are Health and Safety issues, they are ceiling tiles, fire hoses and missing exit signs. Although solutions are in the works there are no quick fixes.

- A Laranjeira has reached out to Jennifer (EH&S) regarding recertification for new committee members and is waiting to hear back.
- C Clark stated that P Bryant and J McGregor are taking part in heights training this month. She added that this is a full day certification requirement because they have roof access to buildings in CH.

**Meeting Adjourned**

**Date of Next Meeting: December 12, 2022**