

JHSC - Duncan McArthur Hall

Location: Remote via Microsoft Teams

Date: 2021/11/25

Time: 9:30 - 10:30

Co-Chairs: Management - Chris Ingram
Workers - Terrence Ly

Participants: Brandon Ruck, Clint Giroux, Joshua Vine, Lisa Tugnette, Paul Carl and Sarah Anderson

MINUTES

Land Acknowledgement

Welcome New Member Rosa Bruno-Jofré (QUFA) Representative on the Education JHSC until 1 July 2022

Review Minutes (Last Meeting) October 2021 Minutes - Minutes accepted
[Links](#)

COVID - Update **Meeting and Event Protocols (Queen's)**
[Links](#)

- All individuals must be fully vaxxed per Queen's Vaccination Policy, maximum 25 people, 2 metre distance etc.

Ontario Plan Safety Reopening Paused Nov 15, 2021
[Links](#)

- Ontario Plan Safety Reopen is paused

Inspection Reports

- Two rooms need to be decluttered Room 305 & 308
- Terrence advised Inspection report not completed yet, will be completed today. Chris confirmed this is important to get done as there are valid safety concerns. Interviews with occupants are going to take place and Sarah volunteered to assist Chris with this.

Dog on campus policy

Service Animals on Campus Policy

[Links](#)

Procedures for Persons who use Service Animals

[Links](#)

Ontario Bill 80, Ontario Service Dogs Act, 2016

[Links](#)

- Chris spoke to policy and provided samples from U of T and U of Western. Both are straight forward, no pets on campus building with exception of therapy dogs. Exceptional circumstances possible with permission from supervisor. We will use the U of T policy for Duncan McArthur Building. No one had concerns or objections with the U of T's policy. Draft will be brought forward at the next meeting.

Fall Planning Operations Working Group

New HR update: Remote Work Arrangements (RWA) - effective January 2022

[Links](#)

A new policy will in place if you are working more than 20%/or one day per week. Ad Hoc items do not count. We need to look at the checklist for the next meeting. Dec 1st for all managers to have their RWA's submitted to HR.

Updated Membership

Appendix A

Additional information

ACTION ITEMS:

- With Kate leaving we will need a new member - someone from the School of English. We'll check with Karen
- Terrence to provide Inspection report to Chris.
- We need to look at the checklist for **Remote Work Arrangements (RWA)** for the next meeting.

Meeting adjourned at 9:49 a.m.

Appendix A

NAME	MEMBER DESIGNATION	CERTIFIED MEMBER	CO-CHAIR	CONTACT INFO
Ingram, Chris	Management	X	X	chris.ingram@queensu.ca
Amodeo, Alex	Management			A.Amodeo@queensu.ca
Bruno-Jofré, Rosa	QUFA			brunojor@queensu.ca
Brandon Ruck	Management			Brandon.Ruck@queensu.ca
Fazackerly, Kate	SoE USW			kmf4@queensu.ca
Anderson, Sarah	CTE USW			sarah.anderson@queensu.ca
Ly, Terrence	PSAC 901-1	X	X	Terrence.Ly@queensu.ca
Mousavand, Kaveh	PSAC 901-2			k.mousavand@queensu.ca
Kincaid, Jamie	Management	X		jamie.kincaid@queensu.ca
Carl, Paul	USW 2010			carlp@queensu.ca
Clint Giroux	Non-Unionized	X		clint.giroux@queensu.ca