ATHLETICS & RECREATION
JOINT HEALTH AND SAFETY COMMITTEE
MEETING MINUTES
Thursday September 23, 2021 at 11am

Teams

Members Present:
Duane Parliament, Ryan Bennett, Chris Scovill, Larissa Mankis, Gareth Cunningham, Kristen Fontaine, Allison Bailey

Members Absent:
Tyler Deir and Kirsty Milne

1) Acceptance of agenda
   Accepted by Larissa and Kristen

2) Acceptance of minutes of last meeting: August 18, 2021
   Accepted by Larissa and Ryan

3) Business Arising from previous minutes
   The A&R JH&SC requires a secretary for the committee. Larissa Mankis volunteered and will begin the secretary duties beginning in October 2021.

4) Monthly Incident reports
   There are no staff related incident reports at this time.

5) Building Inspection Update
   A&R continues to do monthly building inspections on all fire extinguishers, AED, and the monthly checklist in all indoor spaces and Richardson Stadium. Beginning on September 22, 2021 A&R will also be responsible for MacBrown.

6) New Business:
   a. Indoor Facility update – Duane
      It continues to be very busy in A&R. Lots of patrons coming into our building on a daily basis. We saw intramurals and in-person fitness programs added this week so another increase in the numbers of persons in our building.
Our full time and casual staff continue to be very diligent in all health and safety protocols. We have been asking patrons to leave the building when they are NOT following rules. The biggest culprit are patrons not wearing masks, or having masks pulled down around their chin. On one incident we did have to call campus security when the issue was escalating. In the pool we continue to monitor masks in change rooms and need to reinforce the closed shower areas. Aquatics staff will continue to do more building and space work throughs and signage to education everyone and to ensure everyone is being safe and following the protocols. Overall—things are going well in A&R.

b. Outdoor Operations update – Duane
   Last weekend saw our first weekend for outdoor games. It was very busy and lots of learning. This coming weekend we are hosting Football at Richardson Stadium to a sold out (2500) spectators. No rentals indoor or outdoor at this time until we have a way to track visitor/participants double vaccine validation.

c. Vaccine Information and University requirement – Ryan/Allison
   Discussion on the status of A&R’s vaccine declaration status for all staff. A&R-HR continues to work closely with anyone outstanding on that list. It’s a very small number that are outstanding and the majority are new hires who haven’t started working yet.

d. Health & Safety Supervisor Training – Allison
   • Reminder on mandatory health and safety awareness training requirement for all new staff (casual and full time). All coordinators have built this into their onboarding orientation programs and it’s a field to be uploaded in iwork.
   • H&S for Supervisors- AB sent this upcoming training to 10 new A&R hires to register for the next sessions if their schedule allows.
   • WHMIS.2015- for anyone working with chemicals
   • Hazardous waste disposal- details on EH&S website
• Ergonomic consultations have been reinstated—details on EH&S website
• At our future meeting A&R will discuss Departmental Safety Bulletin Board (SOP-Safety-07), Ladder Safety (SOP-Safety-15), Fall Protection (SOP-Safety-20), Hazard Reporting (SOP-Safety-23) and Incident Reporting & Investigation (SOP-Incidents/WSIB-02).

e. PPE & Cleaning equipment – Duane
PPE and cleaning supplies continue to be in stock and available for all A&R staff. Staff are diligent in ensuring everything is restocked and accessible to everyone who requires it. Staff are very carefully following all safety protocol and continue to be very visible (regular walk-through checking for issues or concerns).

f. Queen’s Continuity of Education Plan
The committee discussed the updated to the Queen’s Continuity of Education Plan (CEP) which included information on the legal restrictions related to sharing personal health information under Ontario’s privacy legislation.

Next Meeting will be Thursday October 21, 2021 at 11am on Teams.

Minutes Prepared and Signed by Allison Bailey, Co-Chair- September 23, 2021