

**Residence Joint Health and Safety Committee Minutes
April 18, 2019**

Review Minutes of February 21, 2019

- The minutes of February 21, 2019 were approved.

Pandemic Rooms for Residences and Community Housing

- B Wowk stated the pandemic room in Victoria Hall is well on its way and has a strong inventory of items in the event of a pandemic.
- G Boyce will update the committee at the next meeting on the Community Housing pandemic room progress.

Fire Extinguishers

- A. Laranjeira queried who is responsible for replacing the “security-tag” or “zip-tag” that is around the pin on the extinguishers and if this is something the FCC supervisors could do.
A. Laranjeira will follow-up with EH&S.
- Fire extinguishers are now ordered online, the committee discussed and agreed to have two spare extinguishers for each residence building. Community Housing and Residences will do a bulk order together.

Committee Membership

- It was noted that there is still a USW vacancy on the committee.
- A. Laranjeira stated a CUPE 229 after hour’s employee is interested in joining the committee and this would help to meet quorum, however the meeting schedule time of day would need to change.
- B Wowk stated that each union needs to reach out to EH&S to introduce new members and if CUPE 229 feels there is a need to introduce a third member to the committee they would need to speak to EH&S.
- A. Laranjeira referred to the Terms of Reference that state in the event that committee members cannot be found from the area – the bargaining agent worker representatives can appoint a member from another area of the university.
- B. Wowk stated that ideally they would like active members that will participate in what the committee is designated to do.
- B. Wowk and A. Laranjeira will follow up with D Langham regarding a USW representative and the maximum number of members.

Review Accident/Incident Reports

- An employee noticed screws sticking out of a hinge on a door, when she tried to push them back in it snapped back on her finger. The employee returned to work and there was no damage to her hand. The door has been repaired.
- An employee had back discomfort when putting chairs into a van from lifting and twisting. No time was lost from work.

Building Inspections – B Wowk

- Smith and McNeill inspections are complete.
- Leonard, Brant, An Clachan and John Orr will be inspected in May.

Training

- First Aid is being offered on April 24th and 25th.

Updates:

- EH&S is launching a new asbestos inventory management system. Residences inventory will be updated with the new software program that is easy to use and provides a clear report. More information can be found on the EH&S website under the asbestos tab.
- H&A and Community Housing are preparing for a busy summer of projects and upgrades. The FCC will have a complete list of all projects that are happening posted in their office and the list will also be shared with this committee.
- A. Laranjeira queried if there was an expiry date on the bigger bottle of eye-wash that is transferred to the eye-wash station. B Wowk will ask R Dusharm to follow-up.

Meeting Adjourned.