

JHSC - Duncan McArthur Hall

Location: Remote via Microsoft Teams

Date: 2021/05/26

Time: 0930-1030

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

Minutes Taken: Brooke Ethridge

Attendees: Barbara Huffman, Clint Giroux, Paul Carl, Sarah Anderson, Karen Burkett

Regrets: Kaveh Mousavand, Jamie Kincaid, Kate Fazackerley, Elizabeth (Zabe) MacEachren

Minutes

Agenda Review

Approved.

Review Minutes (last Meeting)

<https://queensuca.sharepoint.com/:w:/r/teams/GROUP-EDUC-JHSC/Shared%20Documents/General/2021/Minutes/APRIL%202021%20Minutes.docx?d=wd3808701451845c8a944b8c04d3ab094&csf=1&web=1&e=LjVW8>

New TAs training

All employees are required to be trained.

There are 2 Environmental Health & Safety Training modules:

1. Violence and Harassment - (1.5 hours) - only offered in person at this time
2. Health & Safety Awareness - (1.5 hours) Please visit <http://educ.queensu.ca/work> to complete the training modules (at the bottom of the page under "Mandatory Training for Employees").

Register through OnQ using Queen's ID

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| EHS001 - Health and Safety Awareness training | https://onq.queensu.ca/d2l/tools/selfregistration/course/courseInfo.asp?ou=25338&vOu=67679 |
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Schedules

Meetings scheduled virtually once a month, Thursday 9:30 - 10:30 am, on the last week of the month.

Inspection schedules (see next item)

Inspection

Resumed after June 2, 2021 (Dan's letter)

<https://queensuca.sharepoint.com/:b:/r/teams/GROUP-EDUC-JHSC/Shared%20Documents/General/2021/Documents/Inspection%20Resumed%20for%20June%202021.pdf?csf=1&web=1&e=h7KIVg>

Inspection Zones

https://queensuca.sharepoint.com/:b:/r/teams/GROUP-EDUC-JHSC/Shared%20Documents/General/2021/Documents/20210309_InspectionZones.pdf?csf=1&web=1&e=QrD71j

Schedules

Basement (pale green): Date TBD- Clint Giroux, Terrence Ly, and Chris Ingram

First Floor (purple): Date TBD

First Floor (teal green): Date TBD

First Floor (mustard yellow): Date TBD

First Floor (aqua blue): Date TBD

Second Floor (yellow): Date TBD

Second Floor (baby blue): Date TBD

Second Floor (sky blue): Date TBD

Second Floor (tortilla brown): Date TBD

Third Floor (Red): Date TBD

Third Floor (Purple): Date TBD

Third Floor (Blue): Date TBD

Additional information

Chris Ingram will have keys to access the floors for inspection.