

Arts and Science Joint Health and Safety Committee Minutes from Meeting – January 21, 2020

Present: Paul Bass, Kim Bellefontaine, Tom Bradshaw, Heather Drouillard, Monika Holzschuh Sator, Ross Jansen-van Vuuren, Michell Knapp-Hermer, Dan Langham, Crystal McCracken, Katherine Peter,

Regrets

Yagya Paudel

Minutes

1. **Call to Order - 1:05 pm**
2. **Approval of Agenda**
 - Approved
 - Heather Drouillard will Co-Chair the committee until we have a permanent replacement for Heather Woermke
3. **Approval of Minutes from November 19, 2019**
 - Approved
4. **Business Arising from the Minutes**
 - Minutes should be sent to Arts Science Safety Officers within a week of the JHSC meetings and then posted on Safety Boards.
5. **Co-Chair's Report**
 - Terry O'Reilly nothing to report
6. **Report from Director, Environmental Health and Safety**

Dan Langham reported on the following:

 - a) Safety Officer Training - regular training sessions will occur for new Safety Officers and Manager Briefings so that everyone is clear on the duties and responsibilities regarding Health and Safety
 - b) Posting additional No Smoking/Vaping signs
 - c) Health Unit came on site in December to have an Education campaign to those breaking the no smoking rules

- d) Additional signage may be needed for problematic areas and currently monitoring to see how compliance is going

7. Inspection Schedule

- a) Environmental Studies Inspection was completed by Ross Jansen-van Vuuren and Paul Bass prior to the Christmas break.
b) Stirling (Physics) was also completed in December.

8. Inspection Reports:

- Continuing and Distance Education – completed. Nothing further to report
- Global Development Studies - completed. Nothing further to report

9. Other business/discussion items:

- a) Corrective Action in Cases of Non-compliance:
- Taking steps in Department of Biology for safety concerns, e.g. many of the eye wash stations are non-compliant to safety standards. Group discussion on next steps to ensure compliance.
 - Taking the corrective steps is the Departments responsibility, but for large projects the Department can submit a space request form to possibly get support from the Faculty Office.
 - Some issues may be able to be submitted to Fixit (e.g. plumbing issues)
 - Possible to bring in portable eye wash stations in order to have the safety concerns covered while the main stations are being replace/repared.
 - Ensure that there is signage on the stations that are not in working order, so people are aware prior to an emergency.
- b) Health and Safety Training Part 2 – the most recent scheduled time was cancelled as there were not enough people signed-up. The people who require the second half of the training were provided with extensions. A new session will be set-up in May or June. If Queen’s does not have enough people participating, it may occur elsewhere in the community.

10. Next meeting: March 24, 2020 at 1:00-2:00. Location – ASC Dunning room 119

DATE: January 27, 2020



Terry O'Reilly
Co-Chair

Heather Drouillard
Co-Chair