Arts and Science Joint Health and Safety Committee
Minutes from Meeting January 28, 2021

Present: Paul Bass (regrets), Jill Phillips, Tom Bradshaw, Heather Drouillard, Ross Jansen-van Vuuren, Michelle Knapp-Hermer, Dan Langham, Crystal McCracken, Gail MacAllister, Terry O’Reilly, Kathy Hoover, Carolyn Bonta, Matthew Colby

Minutes

1. Call to Order
   9:08AM

2. Approval of Agenda
   Approved by G. MacAllister

3. Approval of Minutes from November 26, 2020
   Approved by C. Bonta

4. Business Arising from the Minutes
   None

5. Co-Chair’s Reports
   Nothing to report

6. Report from Director, Environmental Health and Safety/ COVID update
   • Revise agenda to include COVID with the Report from Director, Environmental Health and Safety.
   • Stay at home order modified lockdown regulations. University had to go through the set of regulations to understand the impact and modify operations accordingly. Regulations came out in the afternoon and was modified 3 times by 9PM.
     • University looked at operations RE: Students returning to Kingston, when to/when not to.
     • Impact on food services - had to shift to be in line with provincial regulations over to take out. Some were not feasible to go that route and had to shut down. Food services has to continue to feed the student body through
curbside pick up.
  • ARC is currently shut down due to the stay at home order as well.
  • Allowances for teaching with some requirements – around healthcare mostly.
  • Adjustments where needed – potential change in this status in February.
• Overall Kingston is doing well – there was an increase in covid infections leading into and out of the holidays but the numbers have come down in the community. The new variant case found in Kingston was due to close contact, they believe this transmission has been stopped and is not spreading.
• Queen’s Secure App – screening tool for those coming on campus – New question (have you traveled outside the region) if you have traveled outside this region or had individuals come to stay and visit you – you will need to self isolate for 14 days upon return/guests leaving. Employees must now use Secure App (or Queen’s online form), rather than the provincial assessment tool, with this new question.
• Areas of concerns for COVID: breakrooms, lunchrooms, carpools. Outside of work people seem to be clustering, whether it’s on breaks or traveling.
  • Individuals have been letting their guards down.
  • Policies in certain departments regarding usage of lunchrooms during this time.
  • Ministry put together a lunchroom FYI on how to manage them.
• Once staff come back to work there may be requests for using personal fridges and microwaves. There is an EH&S policy for no microwaves in personal offices, fridges are okay.
• Some staff concerns regarding ventilation, cannot be assessed by JHSC during an inspection. Does anyone inspect these? (air, ventilation, humidity, etc.)
  • Within Return-To-Work guidelines, PPS reviewed this aspect, increasing amount of fresh air were standard protocols. There is some information within that guideline. There is a sense as what is done to buildings. PPS has maintenance and inspection regulations to follow to maintain the systems. As far as Inspections, JHSC cannot assess whether air flow has been increased or decreased etc. If staff are concerned about air quality their department should be able to reach out to PPS obtain more information (Re: Raise issue with supervisor and continue from there).

7. Inspection Reports
  • Chemistry
  • LLCU

There are 21 days given to managers post inspection to begin to get items done and completed within the department. Not much flexibility, but can give a week here and there due to COVID to get some items started/done due to inspection. This is situationally
dependant. It’s a written response within the 21 days. Some work orders cannot be addressed and completed within that timeframe. Inspections are on hold for now.

8. Workplace Injury, M.B – Psychology
   Did ask for follow up of the area, issue is there is no hand rail which is unusual. EH&S is following up on this.

9. COVID-19 Updates (Indicated in item 6)

10. Other Business/ Discussion Item
    Annual Injury Statistics 2019. This is reference material for the committee to have a sense of the injuries that happen on campus. Will follow up in the next meeting.

11. Next meeting:
    February 25, 2021
    9:00 AM
    Microsoft Teams

DATE: January 28, 2021

Terry O’Reilly
Co-Chair

Heather Drouillard
Co-Chair