Arts and Science Joint Health and Safety Committee
Minutes from Meeting - September 24, 2019


Regrets
Y. Paudel, H. Drouillard, H. Woermke.

Minutes

1. Call to Order
The meeting was called to order at 1:00 pm Co-Chair Terry O’Reilly.

2. Approval of Agenda
The Agenda was approved as circulated.

3. Approval of Minutes from May 28, 2019
The Minutes of May 28, 2019 were not approved as they were not complete. In absence of Diane Reid, former secretary of the committee, her documents were not all available at the time of the meeting. Diane position is in the process of being filled and the full May 28 Minutes will be distributed prior to the next meeting.

4. Business Arising from the Minutes
Inspection, Membership

5. Co-Chair’s Report
Co-Chair T. O’Reilly – no report given.

6. Report from Director, Environmental Health and Safety
Dan Langham reported on the following:

   a) Part 2 of the Certification Training for Health and Safety Members. Part 1 was held in June. The Part 2 dates will be coming soon. There will be possible changes in the length of time required to complete. Dan will update when the information is available.

   b) The new Non- Smoking policies have been implemented. Compliance was good over the summer and so far, the Fall term is going reasonably well. Some problem areas have been identified (e.g. around the hospital) Figuring out what is in the scope of enforcement.

7. Meeting Schedule
Approved
8. Inspections:
a) Many of the areas have been complete and the remaining areas have been assigned. Monica will update the list and send it out shortly.
b) During the inspections it was identified that the windows in French studies are a safety issue. Dan believed that these windows are on the list to be fixed/replaced this year. He will confirm this information with the committee.

9. Membership
   It was questioned if the membership on the website is updated.

10. Other business/discussion items:
    a) The new secretary should set up a One Drive folder add the historic Data (Inspection reports etc.) and share it to the committee.

11. Adjournment
    Meeting was adjourned at 1:30 pm.

    Reminder of Next meeting:
    Tuesday November 19, 2019
    2:00 -3:00 p.m.
    Location: Dunning Hall, Room 119