

## Arts and Science Joint Health and Safety Committee

### Minutes from Meeting - September 24, 2019

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**Present:** J. Belanger, T. Bradshaw, M. Holzschuh, R. Jansen-van Vuuren, D. Langham, C. McCracken, T. O'Reilly, G. MacAllister, M. Knapp-Hermer, P. Bass

#### **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**