Faculty of Health Sciences  
Joint Health and Safety Committee (JHSC)  
Minutes of Meeting  

Held Wednesday, November 18th, 2020 at 1:00 p.m.

Attendees:  
Anne Biggar  CCTG  Non-union  
Anita Lister  DBMS  MGMT  
Lucie Pelland  SRT  QUFA  
Dan Langham  EH&S  
Edwin Ocran  PSAC 901– unit 1 (TA’s/TF’s)  
Hamid Ghaedi  PSAC 901– unit 2  
Logan Bale  DBMS  USW

Minutes:  
Allison Leverette  FHS  Non-union

Co-Chairs:  
John Singleton  Cancer Research Labs  MGMT  
(VACANT)

Regrets:  
Sharon David  SRT  MGMT  
Christine Irving  FHS  MGMT  
Allison Mackey  Nursing  MGMT

Copy to:  
Safety Officers, Faculty of Health Sciences  
Department Heads

J. Singleton (Co-Chair) called the meeting to order at 1:05pm.

1) Approval of the Agenda  
Approved as written, by A. Biggar.

2) Review of the Minutes of October 28, 2020  
Approved as written, by A. Lister.

3) New Business  
3.1 Inspection Reports  
- GSK Clinical Education Centre (Louise D. Acton) – L. Bale  
This building was re-opened prior to EH&S finalizing the Queen’s Covid-19 signage; therefore, staff had made their own signage in order to direct traffic, etc. The inspection team highlighted to the safety officer and staff what was available with respect to Queen’s-specific signage (room occupancy numbers, etc.).
The largest concern that the staff had at the CEC was a small office that is being used by one staff member that has an electrical panel positioned behind their desk, about 2-3 feet away. The concerns were with respect to possible radiation and heat from this panel. Confidential files and student exams are also being stored in this space, so if PPS needs to attend the building to work on the electrical panel, all of this sensitive material needs to be removed. The staff noted that there was little to no further physical space for them to move in to.

D. Langham responds that his team can address concerns regarding temperature and radiation from the electrical panel, that would actually instead be similar to an electro-magnetic field. This field can be measured and applied against acceptable standards. The issue of sensitive documents would likely need to be addressed with the privacy office with respect to how to properly store these materials. The EH&S team can additionally look at how constrained the space is and examine possible solutions to keeping the area clearer. D. Langham will have a staff member from EH&S look at the area.

4) Other Business

4.1 JHSC Inspections

- Inspection Schedule/Team updates
There were only a couple of minor changes to the inspection teams and schedule: S. David was moved to L. Bale’s assigned areas. L. Almeida is no longer on the committee, so A. Mackey has taken her place and has been paired with H. Ghaedi for the areas in Botterell which are primarily animal research labs. A few of the months for areas to be inspected were also slightly adjusted.

4.2 Covid-19-related updates

- D. Langham noted that Queen’s is now more than halfway through the fall term. The University has been reasonably successful with respect to the resumption of research and academic activities on campus, which has been greater in FHS than in other Faculties. However, it is noted that Covid-19 cases across the province have been steadily increasing. Kingston has been connected to a couple of travel-related outbreaks; however, most have not been connected to the campus. There is now a Covid-case tracker on the Covid-19 information webpage which indicates how many cases are connected to Queen’s on-campus and off-campus, as well as within campus residences. Active and resolved cases are also noted, with data from the local Health unit.

The KFL&A Health unit had previously developed their own colour-coding system with respect to the number of active cases. In early
October, the region was moved from green to yellow, in the KFL&A matrix. The Province has superseded this local framework with their own, and Queen’s is reviewing its posted information with respect to guidelines – what changes would be made if the region is moved from yellow to orange to red, for example, within the new framework.

It is important that people continue to adhere to the public health measures both in the community and on campus – as well as to remind others. Many are experiencing a “fatigue” with these guidelines. However, the guidelines are essential in order to limit transmission. The current focus must remain on control and prevention. EH&S has issued information on the Faculty and Staff tab of the Covid-19 website with respect to what to do in the event of employees not following the guidelines, and what the most appropriate method is in order to raise concerns within the internal responsibility system.

There is a great deal of information on the Covid-19 website, which is important to regularly review. There will be upcoming format revisions to ensure that the site is accessible and as easy to navigate as possible.

The University is continuously looking at what the winter semester will look like, with respect to what might academic requirements are necessary to be on campus for program and accreditation purposes. The prevalent philosophy is still that most academic work should be done remotely.

Operations on campus are also continuously being looked with respect to which locations should remain remote and which areas are safer to come back to. Occupancy adjustments are being made as necessary, while keeping distancing requirements in place.

The University has additionally been working on the “air corridor plan” or classification as a “designated learning institution” with the Government of Canada, with the return of some international students to campus in a very controlled manner. As of October 20, 2020, international students are required to indicate that they are going to an institution that is approved under the air corridor plan, which Queen’s has adhered to. The institution makes connection with the student while at home in order to assist them with the two-week isolation following travel. Further information is made available through the Office of the Vice-Principal, International, and the Queen’s University International Centre (QUIC).
Queen's is continuing to be a very dynamic work environment within the pressures of Covid-19.

**Other EH&S updates:**
- It is noted that there are some bothersome tar smells from LDA and into the CRI. Luckily, they are only scheduled to use tar for another week or so, weather-depending. There is an information bulletin on roof taring on the EH&S website. The tar tends to be more of a nuisance odour rather than causing harm. PPS is also looking at how they can modify ventilation, where possible, to reduce the fumes.

*The meeting was adjourned at 1:30pm.*

**OUR NEXT MEETING WILL BE Wednesday, December 9th, 2020 at 2:00pm.**

Minutes approved by:

[Signature]

Co-Chair J. Singleton

*(Worker Co-Chair position is vacant)*