

# AGENDA



<b>Meeting:</b>	<b>IBPAC Joint Health and Safety Committee</b>	<b>Date &amp; Time:</b>	<b>Tuesday, January 26th, 2021, 3:00 p.m.</b>
	<b>Microsoft Teams</b>		
<b>Chair:</b>	<b>Aaron Holmberg</b>		
<b>Attendees:</b>	Cam Miller Dan Tremblay Tricia Baldwin Julia Stoud Janelle MacPherson Kenney Brittainy Bonnis Dan Langham		
<b>Guest</b>	Sandra Jeffers		

Discussion Item	Attachment
1. Call to Order 3:02pm	
2. Approval of the Agenda Mover: Tricia Seconder: Janelle	
3. Updates from Previous Meeting items: <ul style="list-style-type: none"> <li>• <i>Staff Training Courses (Links were sent by Aaron)</i></li> </ul> Links for training was sent out last week. If the different departments want to participate in any of the staff training the committee can look at planning sessions for when the university returns to campus.	

Discussion Item	Attachment
<p>4. January Joint Facility Inspection Report</p> <p>It was noted that inspections had paused at this point due to recent Covid-19 restrictions.</p> <p>It was also noted that the custodian in the facility indicated everything in the building is working fine and there are no concerns at this time.</p>	
<p>5. Quick review of documents / emails received from Queens:</p> <ul style="list-style-type: none"> <li>• <i>Cryogenic Liquids SOP</i></li> <li>• <i>:Revised Harassment &amp; Discrimination Policy Consultation Period</i></li> </ul> <p>Cryogenic Liquids SOP:</p> <p>It was noted that Aaron as the Safety Officer for the facility gets this types of notes from EH&amp;S occasionally and he wanted to bring it up to the committee to see if any units are using these type of liquids. The committee was provided with a quick overview of what they are, when they are used and where they are currently used. The committee was also provided with a brief overview of the process for reaching out to Joint Health and Safety Committees on campus to have people review and provide feedback to EHS.</p> <p>Revised consultation on discrimination and harassment policy. It was noted this is a multi-stage process for providing review/feedback to the university. It was also noted that JHSC's have provided their feedback on the revised policy and the next step is to send the draft policy out to all Queen's community members for feedback as individuals. Jan. 29<sup>th</sup> is the deadline for all members to provide feedback to the university.</p>	
<p>6. Overall Updates - Begin with COVID Related items and then General Department Updates:</p> <ul style="list-style-type: none"> <li>• <i>Queen's University Updates/Changes</i></li> <li>• It was noted that the province was reinstating the emergency declaration of the state of emergency and stay at home orders. It was noted the institution had to really delve into the regulation to determine how it would impact the university and what needed to be implemented to comply with the new regulations. There will be some ramping up on campus for in-</li> </ul>	

Discussion Item	Attachment
<p>person teaching, research for those areas deemed essential. It was noted the university recently sent out an updated list of essential services and what can operate during this time. It was further noted that the university really doesn't have any idea on what we will see at the end of this lockdown in Ontario but the new Covid variant will be a factor moving forward. The committee was also updated on the requirements for travel outside of the Kingston region and for those who have been in contact or had visitors to your home from outside of the region. EHS noted there will be a change to the SeQure App to address the new variant requirements and that will be added to the App shortly. We will need to see what KFLA is looking at for after Feb. 11, 2021 to see if there are any further requirements that need to be implemented.</p> <ul style="list-style-type: none"> <li>• <b>Isabel Building as a whole</b></li> <li>• It was noted that Isabel has been running their Imagine program that involves artists without audiences doing new creation videos and reporting. It was also noted that as per the provincial requirements filming under 10 is still allowed.</li> <li>• <b>Departmental Updates from each Rep</b> <ul style="list-style-type: none"> <li>○ <i>COVID Related Updates/Changes</i></li> <li>○ <i>General Departmental Updates</i></li> </ul> </li> </ul> <p>Isabel noted they are looking at having the same summer schedule that will be live performances that will be webcasts but if allowed with in-person audiences. They will be looking at some one off concerts in the fall most likely restarting their subscription serious for winter 2022. They are currently assuming the rest of the year likely continue with the current restrictions, but they remain flexible.</p>	
<p>7. Other Business</p> <p>Cleaning instruments:</p> <p>The committee discussed the need for clear communication regarding who is responsible for cleaning instruments etc. It was also noted a PDF document regarding cleaning for specific instruments to all committee members to review.</p> <p>The committee discussed that individuals should be cleaning everything they are using before and after the finish using them. The first cleaning is to protect yourself and then second is to protect others afterwards. It was also noted that only the instruments that will be used by</p>	

Discussion Item	Attachment
<p>students should be available to them and that they need to be updated on the proper cleaning requirements before and after use and that only the cleaning products that are safe and with clear description on the labels should be available to them along with information on when they can be used. It was further noted that this cleaning process (before and after) is consistent with other areas on campus. It was also noted that quarantining items is also a fairly standard protocol in various areas (i.e. ITS and library materials). The committee also discussed some recent research and changes over fears on how long surfaces can hold and where infection is really coming from and that they should perhaps not be doing some things that may not be necessary according to current research. While the evolution in thinking and what we know about the virus has changed but the one thing that hasn't changed is the current government documents. It was noted we have to be careful about moving away from the government guidance documents at present since the Ministry of Labour will be following those guidance documents when they do on site inspections.</p> <p>Secretary for the committee: Dan Langham noted he sent an email to Department Heads looking for a volunteer for the Secretary position but hasn't yet heard back. It was also noted that the committee members could look at members within their own departments that might be interested in joining the committee and update the rest of the committee if they find someone.</p> <p>It was also recommended that the committee book monthly meetings at this time since there is still so much uncertainty..</p> <p>Approval of minutes from December meeting: Committee members were asked to review the minutes from the last meeting and to provide feedback to the Co-Chairs.</p>	
<p>8. Adjournment  Mover: Tricia  Secunder: Cam</p>	