

Facilities
JOINT HEALTH AND SAFETY COMMITTEE
Minutes of Meeting
Monday June 21, 2021, 1 pm
Microsoft Teams Virtual Meeting

In Attendance:

Chaired By: Steve Senechal

Co-Chair: Matthew Barrett

Worker Reps: Viet Tran, William Syroid

Management Reps: Rob Dusharm

Recorder: Llynwen Osborne

Absent: Michael, McLean, Jesse Bambrick, Gord Meacher

Guest: Larry Pattison, Director Engineering & Operations, Lisa Crosbie-Larmon, Director Human Resources, Facilities

Update from Larry Pattison on Campus Reopening.

- Thank you to all Facilities staff for ongoing work and cooperation with University and Health Unit recommendations.
- High uptake of vaccines in our unit and Kingston.
- Working on a post-pandemic SOP.
- Suggested the committee start thinking more broadly how to make a better and safer workplace.
- Larry to provide more support to the committee in resolving health & safety concerns and ensuring agenda items are actioned in a timely manner.

Introduction to Lisa Crosbie-Larmon

Lisa introduced herself to the committee as the new Director of Human Resources for Facilities and offered her support to the committee if needed.

Unfinished Business

15.11 The current confined space inventory is out of date and some sites are not signed. Committee requested an updated list of confined spaces from EH&S. The list of buildings has been identified and a consultant will complete the assessment.

UPDATE: Three quotes have been received. Delayed due to pandemic. Related to agenda item 20.10. ARC pool pit to be added to the list of spaces to be reviewed and agenda item 20.10 has been closed.

Assigned to: Steve Senechal

18.04 Not all Facilities vans are equipped with First Aid kits. Stickers are available in stores. Newly purchased vans have been equipped with vehicle motion alarms. Vans should also be equipped with fire extinguishers. Supplier identified to keep kits stocked.

UPDATE: Fire extinguishers and first aid kits have been distributed to the refrigeration, elevator and custodial vans. **Completed.**

Assigned to: Matthew Barrett

19.01 Facilities and EH&S have been working with a third party consultant to complete additional roof top modelling for buildings with fumehood systems. Contractor assessed roof tops and provided a draft report. Report is being reviewed. Signs and maps are being developed.

UPDATE: See agenda item 16.10. The Roof Top SOP has been released to Facilities Services for implementation. Signs continue to be installed where needed. Ongoing.

Assigned to: Steve Senechal

19.09 A committee member inquired about asbestos awareness training for custodial staff. Training to be scheduled.

UPDATE: Online Asbestos Awareness training is being discussed with EH&S.

Assigned to: Michael McLean

20.01 Concern raised again regarding falling snow off of the roofs of Gordon Hall and Chernoff Hall (formerly agenda item 16.11).

UPDATE: Slide guard installation is complete. Contractor to install electrical heat tracing at Gordon Hall. Ongoing.

Assigned to: Matthew Barrett

20.10 Committee member raised concern that Pinchin Environmental classified the pool pit in the ARC as not a confined space. The committee discussed the space and feels it meets the criteria for a confined space and has requested a second opinion.

Update: This agenda item is to be close and added to 15.11. Pool pit to be added to the confined space inventory. It will be treated as a confined space until the findings from the audit are received. **Closed.**

Assigned to: Gord Meacher

20.13 A committee member raised a concern that the trades and custodial groups are not all aware of how to access the SDS and HMIS Asbestos inventory databases.

Update: Links for the SDS database and HMIS asbestos inventory to be emailed to all staff with instructions on how to bookmark their tablets for quick access. Instructions have been drafted and are being checked to see if they work. Ongoing.

Assigned to: Steve Senechal

20.14 Committee member raised a concern that plumbed-in eyewash stations aren't being inspected properly. These units are being tagged as passing even when they're blocked and not accessible for use. Management to follow up with the trades helpers to ensure appropriate action is taken when eyewash stations are blocked. The committee suggested that the SOP-LAB-03 Emergency Eyewash Stations & Safety Showers be reviewed with the Trades Helpers.

Update: EH&S has provided a draft checklist to assist with the inspections which has been approved by the committee. Eyewash stations will continue to be monitored during inspections. **Completed.**

Assigned to: Gord Meacher

21.02 The Department of Biomedical & Molecular Sciences reported an incident where a custodian mistakenly removed and disposed of biohazardous waste from a lab in Botterell Hall. Custodial services to follow up with additional training and has requested Environmental Health & Safety provide colour-coded containers in labs to assist with distinguishing between non-hazardous solid waste and hazardous/biohazardous waste.

Update: Training being developed and EH&S is conducting a review of lab waste containers for the purposes of standardizing lab waste containers for solid waste, lab waste and recycling.

Assigned to: Michael McLean

New Business

No new business received.

REGULAR REPORTS

Accident Reports

May 10, 2021, Worker reported that he was repairing a vinyl baseboard against the wall. He was cutting off the excess with an exacto blade knife. Blade broke, knife went into left index finger. Received 2 stitches.

Lost Time: No

Recommendation: Work gloves and no-cut gloves are available in Stores for use when completing this kind of work.

Joint Health & Safety Committee

- Review of new covid-19 related information, procedures or protocols, updates on how operations are going with new COVID-19 measure in place, and discussion of any concerns raised with members of the committee.
- The committee is seeking two CUPE 229 worker members to join the committee.

Training:

Cross-Connection (Blackflow Preventer) training has been scheduled in July and August.

Building Inspections

Area 1: in progress

Area 2: in progress

Area 3: in progress

Area 4: Jean Royce Hall 1 & 2


Lost Time Injury Status

Days Free of Lost Time Injuries: 70 days as of June 21, 2021.

(Last Lost Time Injury: April 12, 2021)

Next Meeting:

The next safety meeting will be held at 1 pm on **Wednesday July 20, 2021**, Microsoft Teams.


Steve Senechal
Chair


Matthew Barrett
Co-Chair

Distributed to:

JH&S Committee Members

Facilities Services Staff

Departmental Safety Boards

Central Heating Plant

Environmental Health & Safety

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