**AGENDA**

**Meeting:** IBPAC Joint Health and Safety Committee

**Date & Time:** Friday, Oct 29, 2021 230pm - 330pm

**Chair:** Aaron Holmberg

**Attendees:**
- Cam Miller
- Dan Tremblay
- Tricia Baldwin
- Julia Stroud
- Brittainy Bonnis
- Dan Langham
- Maggie Hunter

<table>
<thead>
<tr>
<th>Discussion Item</th>
<th>Completed</th>
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<tr>
<td>1. Call to Order</td>
<td>✓</td>
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<td>2. Approval of the Agenda</td>
<td>✓</td>
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<td>3. Approval of September meeting minutes and introducing Jeff Thomas replacing whom is Maggie Hunter as committee secretary.</td>
<td>✓</td>
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<td>4. Queen’s University Updates (covid and general items) - DAN L. (available 230pm -3pm only)</td>
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<td>• Progress is moving relatively well</td>
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<td>• #s down overall in the province, moving slightly higher in Kingston but mostly due to school age children and not connected to Queen’s</td>
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<td>• Control measures in place (masking, vaccinations, ventilation, social distancing)</td>
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<td>• No bump in numbers tied to Thanksgiving and/or Reading Week</td>
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<td>• Province opening up more and more w/ recent announcements</td>
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<td>• Gov’t of Canada re-evaluated their “Do Not Travel” advisory - broader work related travel is allowed</td>
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<td>• IBCPA keeping capacity @ 210 people until the new year</td>
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5. Questions for Dan L. regarding DSDM stage capacities
   - Capacity requirements w/Mylar screens
   - Wind players on stage - are they allowed per Queen’s policy? Higher risk activity - Dan currently unclear - evaluating it now
   - Spacing between wind players and audience - stage extension in place
   - Julia providing information on her performances for clarification by Dan Langham
   - Student audience for now - maybe regular audience pending risk assessment (academic vs. non-academic) - can parents be in the audience? Dan L said this would be considered academic
   - 35 wind players on stage in the ensemble - no higher transmission in wind instruments compared to singing according to Dan Tremblay
   - Hoping concerts can go ahead with the full ensemble
   - Contact tracing for audience members??
   - IBCPA concerned about audience timing decision - can we get the concerts staffed in time - may just use lower level

6. - Joint Facility Inspection Report - Cam, Aaron and Dan
   - Main Entrance water drainage issues - Tricia
     - Aaron, Dan T & Cam - no major issues - minor light switch placement issues
     - Ceiling fire extinguisher in front of washroom on mail floor missing it’s cover
     - 3 separate areas in Tricia’s office that leak (123B)
     - Mold related concerns in main office
     - Mold and building rot a concern
     - Flooding into the mail entrance during heavy rains
     - Cam identified by the Art & Media lab that the lights in the celing and the beam appear to be wet
     - Submit formal document once the JH&SC has reviewed a draft
     - HVAC follow-up - chillers need ot be fixed and parts ordered
     - Aaron to follow up that anything reported has been followed up on and been repaired.
7. **Overall Updates** - Begin with COVID Related items and then General Department Updates:
   - *Isabel Building as a whole* - TRICIA
   - Departmental Updates from each Rep
     - COVID Related Updates/Changes
     - General Departmental Updates
   - COVID screening of the audience is going well
   - Good to have live audience back
   - Film - more acting - inquired about removal of masks when speaking
   - Film - gaining traction to stop student from blocking the hallways - specifically exits
   - Julia - classes going well; banning of food in common area has helped

8. **Other Business**
   - Julie - process to have masks removed during presentations; Dan L. said good questions and will take it away and investigate
   - Desirable to remove masks for presenting (facial expressions for actors) - stay masked when rehearsing
   - Distance and/or barriers (barriers make it easier)
   - Salt eating away at the varnish in the RH
   - Taking boots off prior to entering RH - implications for evacuation and trying to put boots back on (like a gym could they just not pack “indoor shoes”) - take away for a future meeting

9. **Adjournment**