

University OHS Committee Minutes
February 28, 2013
EDU3005

Attending:

Rick Meaney (Chair)
 George Jenner
 Kent Decker
 Paula Dyke
 Kendra Whelan
 Frank Wall
 Kiran Sagar Unikela
 Andy Fisher
 Kerry Hiscock
 Theresa Antle

Regrets:

David Sturge (Grenfell)
 Frank Downey
 Jarvis Hulan (Grenfell)
 Bruce Bryne (Grenfell)
 Ian MacKinnon
 Craig Cramm
 Don McKay
 Mike Fowler
 Norman Lee
 Sheila Miller

Recording Secretary – Debbie Seymour

Item	For Action By:
<p>Welcome Rick welcomed everyone to the meeting.</p>	
<p>Approval of Minutes from previous meeting Minutes approved</p>	
<p>Update on items “for action” from previous meeting Good progress is being made on slips/trips/falls. Poster, website and facebook are up. CBC aired a segment. More awareness programs are being developed and Carolyn is meeting with international students to understand their specific needs. The Slips & Falls Sub-Committee will get together to discuss this further before the next meeting.</p>	<p>Rick Meaney</p>
<p>Paula and Sheila will identify an article for the Communicator.</p>	<p>Paula Dyke/Sheila Miller</p>
<p>Fire and Emergency Evacuation Plans are 65% complete. Leads have been identified. Warden training done. Evacuation routes have been posted in classrooms. Kendra will invite Pat St. Croix to the next meeting to discuss the status.</p>	<p>Kendra Whelan</p>
<p>Paula reported on “lock down” procedures. Voice messages for the Edward’s alarm system are being developed. Messages for Grenfell are complete and will be adapted for main campus.</p>	
<p>Improved information on gathering safety statistics on students is needed. A subcommittee will be formed that will include one student, Kendra, Jay and George.</p>	<p>George Jenner</p>
<p>Asbestos surveys – 90% complete. Results will be posted on H&S website. The Department of Health & Safety will take responsibility for Asbestos monitoring starting April 1/13.</p>	<p>Kendra Whalen</p>

Safety Metrics

Accident/Incident Reports

Kendra reported 124 accidents in 2012 and 50% were report only. Weather played a major role. Carolyn Duncan has completed a grounds assessment.

Kendra also reported on the quarterly summary of accident/incident. From the A/I reports it was notices that employees of FM were suffering the greatest number of accidents. Kendra agreed to review the nature of these accidents and recommend potential options.

Kendra Whalen

Workplace Committee Status

There are 32 committees needed. Marine Institute and Grenfell are fully functional. There has been significant progress since the last meeting. Currently there are 14 fully functional committees and training has been completed for an additional 16. There is still some difficulty in getting management representation. Kent will help to identify participants if required.

Kendra Whalen/
Sheila Miller

Government Orders

Kendra handed out copies to committee members. There have been 66 orders in 2011/12 – 46 have been closed and 20 are open. Open orders were discussed.

The new Health & Safety Management System will manage MSDS sheets on line. This should be in place by Sept. 2013.

Kiren indicated that many of the new chemical storage cabinets are not vented. Rick reported that there was significant discussion in the Lab-Life-Safety Committee meeting, and standards are conflicting on this topic. Some standards advise venting – some recommend against venting. Lab-Life-Safety Committee recommends not venting.

Kendra will discuss with Kiren his concerns on space for chemical storage.

Kendra Whalen

New Business

Student Issues/Accident Reporting

Crosswalk safety was discussed on Westerland Road. At the last meeting Sheila said she would request accident reports from RNC and report back to the committee

Sheila Miller

Kent reported Darrell Miles has hired a traffic consultant to review Westerland Road and report back. A joint broad traffic study with the city is also being done. Eastern Health and the Government have been asked to participate.

H & S Policy Approval

The Safety Policy has been approved by the Board of Regents.

Queens College Lead Paint Survey

Kendra reported that the lead paint survey is being conducted to address Government orders. This work is almost complete.

<p>Kendra reported Queens College renovation should be complete April 15th and everything is going well.</p>	
<p>George indicated that MUNFA-MUN JOHSC requested that a lesson learned report be prepared for the Queen's College project. Kendra will try to identify an independent third party to prepare a report complete with recommendations.</p>	Kendra Whalen
<p>Structural Inspection – Science Building</p>	
<p>Rick will ask Darrell Miles for information related to the purpose of this inspection.</p>	Rick Meaney
<p>Safety Articles</p>	
<p>Safety articles sent out by George were discussed. It was agreed that culture is changing on campus and that people are becoming more aware of safety issues.</p>	
<p>Items for Tracking</p>	
<p>Rick had requested a copy of the Off-Campus Activity Policy from Dave Head. He was informed that it was not ready for distribution but will be forwarded when the policy is ready for consultation.</p>	Rick Meaney
<p>Sheila is defining expectations for funding safety related expenditures and will send to V-P Council for approval. She will distribute a copy to the committee first. Kent would like to see money set aside to use when needed.</p>	Safety Office
<p>Dr. McKay indicated that CEP can be reached by dialing 4100 from any pay phone in the HSC. There is no charge for these calls. Pay phones in the Faculty of Medicine are labeled to highlight this feature and Dr. McKay would like the label applied to all pay phones in the HSC. Dr. McKay to follow-up with Fred Rideout.</p>	Dr. McKay
<p>Dr. McKay will check on an FM representative for the Radiation Committee</p>	Dr. McKay
<p>Dr. Lee highlighted the need to screen foreign students for TB. He discussed this issue with Dr. David Allison of Eastern Health who thought it was not a problem. Dr. Lee disagreed and will continue to check this out further.</p>	Dr. Lee
<p>Dr. McKay reported that Canadian medical schools are looking at a standard list of tests for students and that this may be a template that we can use. He will keep us informed of the progress.</p>	Dr. McKay
<p>Grenfell does annual Asbestos testing. David will send results to Sheila for posting.</p>	David Sturge
<p>Rick asked that Kiran review the list of TAUMUN recommendations. Plans are in place for many items.</p>	Kiran Sagar Unikela
<p>Closing and Next Meeting</p>	
<p>The next meeting will be held at the end of May.</p>	