

University OHS Committee Draft Minutes
June 27, 2013
EDU3005

Attending:

George Jenner (Chair)
 Rick Meaney
 Kent Decker
 Paula Dyke
 Kendra Whelan
 Sheila Miller
 Don McKay
 Andy Fisher
 Norman Lee
 Theresa Antle
 Mike Fowler
 David Sturge (Grenfell)

Regrets:

David Sturge (Grenfell)
 Frank Downey
 Javis Hulan (Grenfell)
 Bruce Bryne (Grenfell)
 Ian MacKinnon
 Craig Cramm
 Frank Wall
 Kiran Sagar Unikela

Recording Secretary – Debbie Seymour

Item	For Action By:
<p>Welcome George welcomed everyone to the meeting. Introductions were made.</p> <p>Slips, Trips & Fall update – Carolyn Duncan Carolyn gave a presentation on the highlights of the program development which consisted of Prevention Program/Prevention Guide/FAQ Guide.</p> <p>There is a new accident/incident reporting system whereby students can text to an email address. Mike was concerned that the current practice of lab instructors completing incident forms would be negatively impacted. Current practice will continue. The use of texting as a reporting tool is intended to capture incidents not currently reported. Dr. McKay was wondering on response time. Carolyn was satisfied with the time when she tested it.</p> <p>Educational awareness campaign is ongoing.</p> <p>Suggestions for more awareness: It was suggested that a cone system be used to mark slip hazards. These cones could also be used to promote incident reporting. Phone numbers and posters put on salt boxes. Instructors provide information at beginning of each semester. Screen savers advertise information. Advertise in lab manuals.</p> <p>Update – Fire & Emergency Evacuation Plans – Pat St. Croix Pat reported 95% completed. Training is 85% completed. Evacuation routes have been posted in classrooms. Getting wardens was a problem but is getting better. Evacuation routes and assembly points are being developed and posted. Highest priority is new construction to allow commissioning. Chemistry Building will be next.</p>	

Drills are going well.

Eastern Health asked Pat to take down signage in their area. Pat will forward this to Kent for follow up.

All new stoves in residences will be fitted with safety elements as they are replaced.

Introduction and update – Natalie Decker

Natalie gave an update on Assessment and Care Protocol for Disturbing, Threatening or Violent Behaviour. A copy of the protocol was distributed.

Approval of Minutes from previous meeting

Minutes approved

Update on items “for action” from previous meeting

An article is ready for the next Communicator.

Kent reported that the Emergency Preparedness exercise on campus went well. Several problems were identified and will be corrected.

-Edwards Alarm System was used to broadcast emergency messages.

-One fire hydrant near residence was not working.

-RNC radios do not work in the tunnels.

-Fire alarm volume too low for many internal offices.

A subcommittee has been formed on gathering statistics on students. Kendra and George are spearheading this committee. They will also try and get representation from the main campus, Grenfell and Marine Institute.

Adam Daniels, MUNSU, will be asked to join the University Health & Safety Committee.

Kendra reported that the asbestos surveys are complete and being reviewed. Results will be posted on H&S website.

Safety Metrics

Accident/Incident Reports – not reported at this meeting.

Kendra reported that review of accident/incident reports identified Manual Material Handling as a contributor to incidents in FM. An ergonomist will review.

Workplace Committee Status

Kendra reported two buildings are left – Education and St. John’s College.

Sheila reported that the Health & Safety website will be revamped. This should be completed by September.

Government Orders - Kendra reported that there is nothing new on this. They are still moving forward with open orders.

Student Issues/Accident Reporting

A separate fact sheet will be given out to students on hydrofluoric acid.

Kent reported that a report is due in August on crosswalk safety on Westerland Road.

Pat St. Croix/Kent
Decker

Kendra
Whelan/George
Jenner

