

Date of Meeting (y/m/d) 2022 11 18

PART I - EMPLOYER

WorkplaceNL Firm Number 940001

Site Number 27

EMPLOYER (head office information)			EMPLOYER REPRESENTATIVES		
Company name: <u>MEMORIAL UNIVERSITY OF NFLD & LABRADOR</u>			Co-chair: <u>KELLY FOSS</u>		Certification Training #: <u>KEL7410059</u>
Mailing address: <u>PO BOX 4200 (CHEMISTRY/PHYSICS BUILDING)</u>			Co-chair Status: <input checked="" type="checkbox"/> Assigned <input type="checkbox"/> Acting		
<u>ST. JOHNS</u>	<u>NL</u>	<u>A1C 5S7</u>	Members:		
CITY	PROVINCE	POSTAL CODE	<u>LISA O'BRIEN</u>		Certification Training # <u>LIS7245988</u>
Employer site number/location: _____			WORKER REPRESENTATIVES		
Total number of employees on site: <u>100</u>			Co-chair: <u>SHAWN WALL</u>		Certification Training #: <u>SHA7042067</u>
Telephone number: <u>709 864 2978</u> Fax number: <u>709 864 3702</u>			Co-chair Status: <input checked="" type="checkbox"/> Assigned <input type="checkbox"/> Acting		
Date of next meeting: <u>2023 02 24</u>			Members:		
YEAR MONTH DAY			<u>MARK DOWNEY</u>		Certification Training # <u>Mar8743806</u>
Seasonal shut down start date: _____			<u>MELANIE FITZPATRICK</u>		Certification Training # <u>Mel6579847</u>
YEAR MONTH DAY			Guests: _____		
Seasonal shut down end date: _____			_____		
YEAR MONTH DAY			_____		

PART II - OH&S ACTIVITY

Since last meeting indicate the following:		From this meeting indicate the following	
No. of workplace inspections conducted:	<u>3</u>	No. of safety hazards identified:	<u>0</u>
No. of workplace complaints/concerns received:	<u>0</u>	No. of health hazards identified:	<u>0</u>
No. of incident reports reviewed:	<u>0</u>	No. of outstanding items from last meeting:	<u>4</u>
No. of right to refuse work situations:	<u>0</u>		

PART III - SUMMARY OF MEETING

ITEMS FOR FOLLOW-UP SHOULD BE CARRIED FORWARD AT EACH MEETING UNTIL SUCH TIME AS THE ITEMS ARE COMPLETE

ITEM DATE	ITEM(S)	SOURCE	CATEGORY	CAUSE(S)	RECOMMENDATION(S)	ACTION	DATE FORWARDED TO EMPLOYER	RECOMMENDATIONS IMPLEMENTED Y/N (date)	RESOLVED	
									Yes	No
1. Jun, 03/22	LARGE PIECES OF CHEMISTRY EQUIPMENT LEFT IN HALLWAY ON VARIOUS FLOORS	Complaint	Housekeeping	THE ISSUE HAS BEEN REPORTED PREVIOUSLY DURING PAST INSPECTIONS BUT HAS NOT BEEN RESOLVED.	DARRELL WILL RAISE THE ISSUE WITH THE UNIVERSITY'S EHS COMMITTEE	DARRELL			✓	
2. Jun, 03/22	ITEMS MARKED AS SURPLUS NOT GETTING PICKED UP.	Workplace Inspection	Housekeeping	THERE IS A LONG PERIOD OF TIME FROM REPORTING ITEMS AS SURPLUS TO GETTING THEM PICKED UP.	KELLY WILL FOLLOW UP WITH WORK CONTROL.				✓	
3. Sep. 12/22	SHOWERS IN SOME OF THE TECH SERVICES WORKSHOPS NOT BEING TESTED WEEKLY.	Workplace Inspection	Housekeeping	TESTING NOT BEING DONE	KELLY TO CONTACT TECH SERVICES.				✓	
4. Nov, 18/22	ISSUE RAISED AT PAST MEETING ABOUT SAFETY CONCERNS AT AN INTERSECTION BETWEEN R. GUSHUE HALL AND THE A&C CENTRE.	Complaint	Other			KELLY CALLED EHS REGARDING THE			✓	
5. Nov, 18/22	QUESTION RAISED ABOUT FIRST AID TRAINING BEING AVAILABLE ON CAMPUS. PRIORITY IS CURRENTLY ON THOSE WORKING FROM HOME. TRAINING IS FREE FOR THEM BUT IT IS COVERED BY THE WFH PILOT PROJECT. WE HAVE A COUPLE OF FIRST AIDERS EXPIRING IN THE FALL. THEY MAY HAVE TO MOVE FORWARD ON OUTSIDE TRAINING AS THERE IS CURRENTLY A WAIT LIST ON CAMPUS.	Other	Training						✓	
6. Nov, 18/22	DISCUSSION RAISED ABOUT REQUEST FOR A PARTICULAR BRAND OF SAFETY BOOTS DENIED.	Other	Personal Protective Equipment						✓	