

University, 923 Robie Street

Minutes for Joint Occupational Health and Safety Meeting held on January 18, 2022

Arla Day opened the meeting at 1:00 p.m. The following were in attendance:

Arla Day	Psychology	Member (Employee)
Mark Moffett	Human Resources	Member (Employer)
Adam Sarty	FGSR	Member (Employer)
Howard Donohoe	Geology	Member (Employee)
Suzanne van de Hoogen	Patrick Power Library	Alternate (Employee)
Patrick Farmer	Facilities Management	Alternate (Employer)
Shellie Petrossie	Facilities Management	Alternate (Employee)
Matt Dickinson	Risk & Insurance services	Alternate (Employer)
Valerie Wadman	Human Resources	HR Officer (OHS & Wellness)

Guests: Kyle Whynot

Regrets:

Roll Call:

1.0 Approval of Minutes of Last Meeting

Howard Donohoe moved to accept the minutes of the December 21st, 2021 meeting, and Shellie Petrossie seconded the motion.

2.0 Outstanding Items from Previous Meeting

JOHSC Training

Valerie Wadman

From previous minutes: Valerie Wadman advised that the free CCOHS training, paid for by the Department of Labour and Advanced Education is now online again. All Nova Scotia residents can choose three courses, per year. Committee members who have not taken the training are encouraged to take the safety committee training. Further information can be found at:

https://www.ccohs.ca/catalog/courses_list_nova.php. Anyone wishing to take additional courses should contact their manager or chair.

Valerie Wadman advised she has almost completed the Intro to OHS training package, which is intended for all employees, and would be a pre-requisite for JOHSC training.

Action: Valerie Wadman will forward the Intro to OHS package to JOHSC.

Safety Training for Teaching Assistants

Adam Sarty

Adam Sarty advised the Psychology Graduate Program will identify graduate student who will continue the work. At this he work will start, potentially in the summer.

Action: Adam Sarty will update the committee at the February 18, 2022 meeting.

Internal Audits

Valerie Wadman/Matt Dickinson

Valerie Wadman clarified that the internal audit that is being worked on is for Maintenance and Operations staff, and will be a test of performing a larger audit.

Action: Valerie Wadman will update the committee at the February 18, 2022 meeting.

Fire Drills/Fire Wardens

Dennis Gillis

Pat Farmer advised that all fire drills were completed except for the Student Centre.

Action: Dennis Gillis to update the committee in February, 2022.

3.0 Other Minutes and Reports

Science Safety Sub-committee

Arla Day

The November and December minutes were posted for review.

Adam Sarty advised that the University is working with Dalhousie to set up an agreement for safety assistance, such as Biological Safety Officer and Radiation Services officer activities. The agreement should be done within a month or two.

Administration Units Sub-committee

Arla Day

The Administrative Units sub-committee met on December 21, 2022. The minutes will be available after the January meeting.

Aramark

Arla Day

The Aramark JOHSC November, 2021 minutes were distributed for review. They did not meet in December due to the low number of employees on site.

Contractor Documentation

Valerie Wadman

(From previous minutes) Valerie Wadman advised that the Contractor safety chapter has been revised based on feedback received. The JOHSC agreed that this chapter be re-issued when the Emergency Preparedness chapter is re-issued.

Action: Valerie Wadman to re-issue revised OHS program chapter at a later date.

Pandemic Update

Mark Moffett/Dennis Gillis

Matt Dickenson provided an update to the committee on a communication that is currently being drafted and will be sent out to faculty, staff and students regarding return to Campus and other pandemic planning information.

Shellie Petrossie inquired what campus COVID information could be shared without breaching confidentiality. One area of concern is residence staff. Residence staff would like to be informed of what areas of residence are seeing high COVID numbers so they can take advantage of all PPE available when working in these areas. Valerie Wadman will discuss with Roberta Graham and get back to Shellie

Psychologically Healthy W

7.0 Date and Time of Next Meeting

The JOHSC meetings will be held on the third Tuesday of each month, from 1:00 p.m. to 2:30 p.m.

Dates:

February 15, 2022

March 15, 2022

