

Acadia University Joint Occupational Health & Safety Committee
Minutes
October 18, 2018

Present: Patrick Difford, Director, Safety & Security
James Sanford, Co Chair
Mike Holmes, AUPAT
Sandra Symonds, AUPAT
Ann Myers, Co Chair
Richard Johnson, Athletics
Suzanne Stewart, SEIU
Eveline DeSchiffart, Acadia Divinity College
Laura Miller, Chartwells
Teri Gullon, AUFA
Nancy MacMillan, Physical Plant

Regrets: Nadine Wilson, Safety & Security
Chad Schrader, OH&S Coordinator, Safety & Security
Derek Parker, Physical Plant
Brian Wilson, AUFA
Marcel Falkenham, Facilities

1. The meeting was called to order by James Sanford at 9:00 a.m. Minutes for May 30, 2018 and September 26, 2018 will be produced with the assistance of co-chairs and Patrick.

Patrick discussed the history of workplace violence assessment and commented on the following: responses were not abundant, and the last survey was in 2014. There will be training outsourced to Ennis (Wanda Boulter) hopefully by November 2018. Online training. 4 lunchtime sessions by Ennis. Updating policy change that was updated in April. Discussion to whether training is mandatory from an insurance aspect (Teri thought that compliance was similar to WHIMIS; Laura said it was part of the new hire package; James will check with Kerri in HR on whether it is part of the new hire package for Acadia employees). Patrick suggested that the next meeting would have it as the first item on the agenda.

Action item for James

OneDrive – In progress. Patrick and Chad.

First Aid – Hilda Seymour, certified First Aid Instructor will hold courses. None scheduled for the Fall but will be in the new year, preferably during reading week.

Fire Drills – Ongoing. Most residences are complete, and the academic units will be done in the next two months.

Building Managers – Marcel said that there were no instructions for building managers. Discussion on muster stations or gathering places and the need for signage.

Sharp draft policy – Comments can be sent to Patrick by October 25th. Representative from Physical Plant stated that a test run has been done of their locations and where the staff will install.

Gary's replacement – Pending Chris's approval, Pat Mora will be asked and will attend next meeting.

Incident reports

- Update of fall in Willett
- Athletics – person in the cardiac rehab program.
- Discussion on first responders at games and their response time (not proactive). Richard will investigate.