ACADIA UNIVERSITY OCCUPATIONAL HEALTH & SAFETY SYSTEM

Minutes

UNIVERSITY JOINT OCCUPATIONAL HEALTH & SAFETY COMMITTEE

DATE: December 13, 2018
TIME: 10:30 - 11:30 AM
LOCATION: Alumni Boardroom

Present:
Patrick Difford, Director, Safety & Security
Laura Miller, Chartwells
Derek Parker, Physical Plant
Teri Gullon, AUFA
Brian Wilson, AUFA
Suzanne Stewart, SEIU
Chad Schrader, OH&S Coordinator, Safety & Security
Richard Johnson, Athletics
Michael Holmes, AUPAT
Eveline DeSchiffart, Divinity College
James Sanford, Co-chair

Regrets:
Marcel Falkenham, Facilities
Pat Mora, Business Office
Ann Myers, SEIU, Library
Sandra Symonds, AUPAT
Nadine Wilson, Safety & Security

1. Call to order: 10:35 by James Sanford, Co-Chair. James to take notes for minutes.

2. Approval of past minutes (November 22, 2018)
   Moved by Brian and Suzanne.

3. Agenda was approved.

4. Business arising from previous minutes
   i. New Secretary - Patrick spoke to the VP Finance and Administration who is working to identify the resource to act as secretary for the Committee.
i. **Hot and Cold Office conditions** - discussion by the committee on lived experiences with temperature fluctuations - if there are individual concerns there are instructions to follow with Physical Plant.

ii. **Sharps container (Sharps Policy)** – Chad: policy was distributed a few meetings back. Request to approve for Patrick to send to VP. Policy approval moved by Rich and Terri. Motion carried.

iii. **Approve Workplace Violence Policy** – Patrick sought approval for policy to send to VP. Policy approval moved by Terri and Mike. Motion carried.

5. **New Business**: No items noted

6. **Incidents reports**

   a. James provided an update on the condition of the student involved in the vehicle / pedestrian accident on November 22nd

7. **Summary of Actions:**

   **ACTION**: Patrick Difford to bring Sharps Policy and Workplace Violence policy to VP Chris for executive review

8. **Adjournment** - meeting ended 10:33

9. **Next meeting for January 16, 2019 - 9:00-10:30 am**