

ACADIA UNIVERSITY OCCUPATIONAL HEALTH & SAFETY SYSTEM  
**Minutes**

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**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