JOHSC Minutes

March 28, 2018 09:30-10:11

Divinity College Boardroom

Present:

Nadine Wilson, Safety & Security

Chad Schrader, OH&S Coordinator, Safety & Security

Mike Holmes, AUPAT

Laura Miller, Chartwells

Derek Parker, Physical Plant

Teri Gullon, AUFA

Brian Wilson, AUFA

Eveline DeSchiffart, Divinity College

Richard Johnson, Athletics

Garry McIver, Business Office

Ann Myers, AUFA, Library

Regrets:

Patrick Difford, Director, Safety & Security

Marcel Falkenham, Facilities

Sandra Symonds, AUPAT

Suzanne Stewart, SEIU

James Sanford, Co Chair

Called to Order 9:35

1. Past minutes were reviewed with changes made regarding the chemical bunker storage. Items were not removed at the time. They were properly stored. Also, changes made regarding the Ergonomics Assessments contract; we have multiple vendors, not just Office Interiors for office chairs.
2. Approval of agenda – Gary and Rich
3. Business Arising

Sharps. James and Chad. Chad checked with other Businesses in the area to see what method they were using. Valley Regional Hospital collects their sharps internally and ships to Halifax to incinerate. Marcel will need to be in on discussions about contracting the service out. Chad suggested EcoLab. Chad advised there was another sharp found at Arena which was insulin and two more in Cutten House that could not be identified.

Sharepoint. This was currently set up by Greg. It was based on an older version that Mike Carter had created. Ann will talk to Greg about adding people to it and what documents are required. Chad suggested rather than the sharepoint document we could use One Drive. Patrick and Chad to review.

First Aid. The Type 3 First Aid kits required at Biology Building for public accessibility need to be inspected. Chad will work with Brian Wilson to get the first aid kits re stocked and resealed. Chad will reach out to St John Ambulance to get a new in house trainer. This will not be done until Committee received in in from Senior Administration to make those who sign up accountable for their attendance.

New Business.

Ergonomics Assessment. Departments have inquired about our Ergonomics Assessor recommending office equipment which is not the requirement of her role as she is not a product expert. Chad has advised that her role is to assess work space and what to look for in a particular product. There have been four assessments done since last meeting; one as a result of a workplace injury.

AED Inspections. Physio Control has been replaced with (Pat Lane – Heart Felt Response) for inspections. This was on the recommendation of Physio Control and will save money and offer the same service.

The two new AED’s for Festival Theatre and U-Hall has been postponed until April 1st.

Security purchased a new mobile AED which will replace their current one as it expires soon.

All AED require alarm monitoring as per our policy. Valley Alarms will provide a quote for monitoring. All AED’s are being monitored by video surveillance except the one at the arena.

Incident Reports

* There was a box of unmarked chemicals in the hallway in Carnegie.
* There was a chemical burn to the leg of a user in a BAC washroom. Chad spoke with Physical Plant and couldn’t determine a cause. Measures were put in place to ensure proper procedures were and will be followed. Eco Labs will also ensure the proper “tips” were used for dilution.
* A library staff member suffered a strain injury.
* There was another incident regarding the hasps at Elliot. The hasps were “sanded” down however not sure if it will help reduce incidents. Terri will speak to Marcel.
* There was an air quality complaint in University Hall. Marcel will be contracting a company (Pitchin-Leblanc) to come and do an assessment. There was a previous assessment conducted however we will do a more concrete one done.
* A child hit their head on the AED cabinet at the AAC. Nothing will be done because there are no issues with the placement of the cabinet.

Summary of Actions

1. Terri will send Marcel a message re possible solutions for the hasps on cabinets in Elliott Chem. labs
2. Marcel and Chad to schedule appointment with Pitchin Leblanc regarding the air quality in UNH.
3. Marcel to look into contracting out the disposal of Sharps Containers
4. Patrick and Chad to develop a list of items that need to be added to One Drive for the Committee.
5. Patrick to discuss with Chris Callbeck regarding Senior Admin accountability for First Aid training sign up.

Adjourned 10:11 a.m.

Next meeting April 25, 2018