

ACADIA UNIVERSITY JOINT OCCUPATIONAL HEALTH & SAFETY COMMITTEE

Minutes

**Meeting June 13th, 2019 - 9:00-10:30 a.m.
Boardroom – Fountain Commons**

Present (No quorum)

Chad Schrader, OH&S Coordinator, Safety & Security
Patrick Difford, Director, Safety & Security
Ann Myers, SEIU, Library
James Sanford, Co-Chair
Eveline DeSchiffart, Divinity College
Pat Mora, Business Office
Suzanne Stewart, SEIU
Brian Wilson, AUFA
Derrick Hines, Chartwells
Kim Surette, (Minutes) Physical Plant

Regrets

Marcel Falkenham, Facilities
Sandra Symonds, AUPAT
Richard Johnson, Athletics
Suzanne Stewart, SEIU
Teri Gullon, AUFA
Mike Holmes, AUPAT
Derek Parker, Physical Plant

1. **Call to order** – 9:05 a.m. by Ann Myers
2. **Approval of Minutes** - May 30, 2019 (Brian & Pat) & June 13, 2019 (Derrick & Brian)
3. **Approval of Agenda**
4. **Business Arising from Previous Minutes:**
 - a. **AED Alarms Update** - Chad advised all AED cabinets are now alarmed. We are having some problems with the Chapel phone line that needs to be corrected. Patrick to check on funding for these repairs.
 - b. **Workplace Violence Update** – Patrick advised that workplace assessments received and reviewed. A draft plan to be drawn up.
5. **New Business**
 - **Suzanne attended the 2019 Atlantic Region Canadian Labour Congress (CLC)** – Chad gave a report on Suzanne's behalf – Suzanne attended this meeting in Antigonish in June and one of the topics was Domestic Violence at work training and the Labour Standards Domestic Violence Leave.

- **St. FX Occupational Health and Safety Officer – Update** – Suzanne while at the Labour Congress meet with Laurie Reid, Safety Officer and they discussed safety items at our institutions that were of common interest to them.
- **Thank You Chad** - Patrick on behalf of the committee thanked Chad for his two years as OHS Safety Officer on campus. We appreciate Chad for implementing the programs that he has put in place. Chad wanted to make sure that the committee keep the momentum going and thanked the committee for their support the past two years.

6. Incident reports

- 3 bird attacks reported (crows/ravens) – not an issue now as they are no longer here
- Tree with significant rot by Denton Hall identified, will work with Physical Plant for solution.
- Tripping hazard Dennis walkway.
- Chase unlevel walkway.
- Elderly lady fell and struck her head on floor just inside the change room just off the pool deck. She was found on the floor just inside door; 1st aid provided by pool staff until EHS staff arrived and shut down Change Room so person could be attended to. No action taken as it occurred in the slip resistant floor area. Life guard filled out report, and condition of person unknown at this time. Will have Richard follow-up.

7. Summary of Actions and Results Timetable arising from Meeting:

- AEDs phone issue at Chapel to be resolved and Patrick to find out about funding.
- Draft plan for Work Place Violence to be done by Patrick.
- Post May & June minutes

8. Adjournment – 10:50 a.m.

9. Next meeting – Tentative Date Sept 18th, 2019 at 10:00am