ACADIA UNIVERSITY OCCUPATIONAL HEALTH & SAFETY SYSTEM

**Minutes***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

**UNIVERSITY JOINT OCCUPATIONAL HEALTH & SAFETY COMMITTEE
28 February 2019
9:00-10:30 a.m.
Fountain Commons, Alumni Boardroom**

Present

James Sanford, Co-Chair

Chad Schrader, OH&S Coordinator, Safety & Security

Laura Miller, Chartwells

Derek Parker, Physical Plant

Richard Johnson, Athletics

Suzanne Stewart, SEIU

Pat Mora, Business Office

Patrick Difford, Director, Safety & Security

Brian Wilson, AUFA

Eveline DeSchiffart, Divinity College

Regrets

Ann Myers, SEIU, Library

Marcel Falkenham, Facilities

Nadine Wilson, Safety & Security

Michael Holmes, AUPAT

Sandra Symonds, AUPAT

Teri Gullon, AUFA

1. Call to order

9:05 a.m. by James Sanford, Co-Chair.

1. Approval of 17 January 2019 minutes, M/S Brian/Richard
2. Approval of Agenda

Add to 5. New Business – Tentative workplace violence incident M/S ?/?

1. Business Arising
	1. JOHSC Recording Secretary to be discussed tomorrow with VP Administration **ACTION** Patrick
	2. Workplace Violence/Sharps policy to be discussed tomorrow with the VP Administration **ACTION** Patrick

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* 1. First Aid Course was postponed one day later due to inclement weather forecast. It was well attended (19 participants) due to wait list, as several could not attend on the rescheduled date. Diverse complement of participants. Material included a new mental health component.
	2. Sharps policy has been approved and setting up account with Steri-Cycle for sharps disposal; soft launch with Chartwells and Acadia Arena Complex (summer) with residences to follow (September). **ACTION** Chad
1. New Business
	1. Suggested training for Occupational Health & Safety Committee members in order to make educated recommendations to Acadia’s administration. Ontario has legislated committee training; Queen’s University has certification training for members. Nova Scotia recommends training but has not been legislated yet. Safety Services NS has an in-person course ($190) and CCOHS offers online committee training ($49, 45-60 minutes); anyone interested in CCOHS committee training can register through Chad. Chad will attend Safety Services NS Conference, April 15-16, 2019 and participating in the JOHS Committee Workshop on Day 2. **ACTION** Chad
	2. St FX has appointed full-time Occupational Health & Safety Officer (formerly on contract with the university). She recognizes that university campus issues are different and would like to be immersed with Safety & Security. There is now an Atlantic universities occupational health and safety working group.
	3. AED that was stolen from the BAC has been returned and primary subject received a 15-day sentence.
	4. AED expansion program to include (1) Chapel, (1) Acadia Arena Complex (AAC) to be replaced one per year for four years, and (1) Huestis Innovation Pavilion. As well, (1) AED Trainer purchase; two older training units missing. **ACTION** Chad
	5. Possible workplace violence incident reported to the Equity Office. No contact provision issued. No major threat or risk at this time.

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1. Incident Reports
	1. Slippery conditions
	2. Burning smell in Cutten
	3. Unsafe storage of paints, equipment, etc.
	4. Student fell down Patterson stairs
	5. AAC patron fell of treadmill
	6. Volleyball net carabiner hit participant’s teeth
	7. 20 ambulance calls
	8. 7 fire alarms
	9. AED donated to AAC
2. Summary of Actions:
	* Committee Recording Secretary to be assigned by VP Administration (Patrick)
	* Workplace Violence and Sharps Policy to VP Administration for final approval (Patrick)
	* Soft launch of sharps implementation (Chad)
	* Safety Services NS Conference (Chad)
	* CCOHS training (members to contact Chad)
	* AED expansion in Chapel, AAC, and Innovation Pavilion (Chad)
3. Adjournment – 10:05 a.m.
4. Next meeting– 28 March 2019, 9-10:30 a.m.