

**ACADIA UNIVERSITY  
JOINT OCCUPATIONAL HEALTH & SAFETY COMMITTEE**

**Minutes**

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**Meeting March 5, 2020 10:00-11:24  
Boardroom-Acadia Divinity College**

**Present (Quorum)**

Greg Deveau, Operations Supervisor  
& OHS Coordinator, Safety & Security  
Eveline DeSchiffart, Acadia Divinity  
Ann Myers, SEIU, Library, Co-Chair  
James Sanford, Co-Chair  
Teri Gullon, AUFA  
Brian Wilson, AUFA  
Kathy Klein, Human Resources  
Sandra Symonds, AUPAT  
Mike Holmes, AUPAT  
Laura Miller, Chartwells  
Pat Mora, Business Office  
Derek Parker, Physical Plant  
Aran Silmeryn, Library

**Regrets**

Marcel Falkenham, Director Facilities  
Patrick Difford, Director, Safety & Security  
Richard Johnson, Athletics  
Derrick Hines, Chartwells

- **Call to order-** Ann started the meeting.
- **Approval of Minutes-** Minutes of January 23, 2020 moved by Sandra Symonds, seconded by Richard Johnson.
- **Approval of Agenda** – approved.

**Business arising from previous minutes:**

- Building Managers Action update: Greg sent out tips and stated that there will be online sessions for managers on ACORN in May.
- First Aid Training update: Greg updated members that Naloxone will be part of training for First Aid. He is going to purchase first aid training supplies
- Policy & Website action (Greg): deferred
- Muster Station issues (Greg): deferred
- Fit to Learn Fit to Work: Teri spoke on the enforcement of the policy and it should be approved by the Vice-President Admin, Provost Council and senior administration approval.
- Working from Heights Discussion: It was discussed that a subcommittee be formed with Bob Caissie as lead with Derek Hines.

- AED usage review along with the use of EpiPen and Naloxone kits: Greg stated that is presently doing training on the EpiPen and Naloxone kits.
- Campus drinking water update: Teri spoke on the tap in her kitchenette; it requires a new filter. This is preventative maintenance. Greg said if a replacement is required, contact Physical Plant. There is no plan to retest for water samples. Some water issues are due to metal fittings and the water source is municipal.

### **New Business**

- New crossing lights at University and Main: Aran believes that there is an issue with the b/c lights – they are too low and someone standing cannot see them. He wants someone from the government to come to speak on the standards of this setup.
- Hold and secure notifications: we are to stay in the building but not in rooms
- Frequency and communications of facilities inspections by Physical Plant: this will be referred to the building managers
- Coronavirus: Discussion. It was mentioned that we had a plan for the H1N1 situation and Patrick is looking into the plan. Concerning travel, the Vice-President Academic would need to approve. Concerning Blue Cross, if the government has listed places as a ban and you still go, you are not covered.

**Incident Reports** – None were mentioned.

### **Summary of Actions and Results Timetable arising from Meeting:**

Fit to Learn/Fit to Work

Drinking Water

Working at Heights

Policy and Website Action Review

Building Manager Action Plan Review

New crossing lights at University and Main

**Adjournment** – 11:24 a.m.

**Next Meeting** – March 26, 2020 9:00 am. Acadia Divinity Boardroom