

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

Minutes

**Meeting June 18, 2020 – 1:30-2:30 p.m.
Teams**

Present (Quorum)

Greg Deveau, Operations Supervisor
& OHS Coordinator, Safety & Security
Richard Johnson, Athletics
Eveline DeSchiffart, Acadia Divinity
Ann Myers, SEIU, Library – Co-Chair
James Sanford, Co-Chair
Brian Wilson, AUFA
Aran Silmeryn, SEIU
Derek Parker, Physical Plant
Marcel Falkenham, Director Facilities
Patrick Difford, Director, Safety & Security
Laura Miller, Chartwells
Kathy Klein, Human Resources
Mike Holmes, AUPAT

Regrets

Sandra Symonds, AUPAT
Teri Gullon, AUFA
Derrick Hines, Chartwells
Pat Mora, Business Office

1. **Call to order** – 1:30 p.m. by James Sanford.
2. **Approval of Minutes** - Minutes deferred for April, May until composed by Ann, James, Greg.
3. **Approval of Agenda** – No additions
4. **Business Arising from Previous Minutes:** No updates since minutes deferred.
5. **New Business**
 - **COVID planning Briefing (James/Greg)** Greg with input from James outlined the Tier system of planning for back to work. Tier one consists **CONSUP -Return to Campus Guidelines Document** which is the overarching document for all Nova Scotia’s universities to use as a guide to develop their own “return to campus” Plan. Tier two consists **Acadia University Return To Campus – Campus Guidelines document (DRAFT, 25 May 20)** is a modified version of the CONSUP document. The modifications are to enhance the specific needs of Acadia and to provide initial guidance to departments/schools/units in developing their individual unit “Return to

Campus” plan. Tier three consists **Acadia University Campus Access Guidelines & Risk Assessment document (Draft, 29 May 20)** is an action plan for the Department of Safety & Security to use in support of departments/schools/units in their development of individual unit “Return to Campus” plan. This document includes the “Risk Assessment Tool” for determining areas of concern, support and funding. Tier four consists **Departments/Schools/Units Individual Return to Campus document** is a modified version of the **Tier 2: Acadia University Return To Campus – Campus Guidelines document & Tier 3: Acadia University Campus Access Guidelines & Risk Assessment document**. The modifications are to enhance the specific needs of the Departments /Schools/Units to provide guidance to their team members on the “Return to Campus” plan. **Highlights of the Acadia’s Plan** includes physical distancing, administrative controls, engineering controls and PPE. There was a proposal for contact tracing on campus including Acadia WiFi, door swipes and tap, CCTV system, and record keeping by employees. There were examples of signs and their placement on campus.

- Afterwards there was discussion from committee members including the role of this committee – identify risk, inform policy, receive information and ask questions. Greg reported that there would be detailed plans for each building indicating how to access and physical distancing routes. Another question concerned how close we get for contact and Greg replied that there would be messaging to take care of this concern. There was question from faculty on how to have compliance both on and off campus groups. There is plan for on-campus on when to arrive in the fall and for off-campus, working with ASU and RCMP. Greg said that the campus is closed.

6. **No ergonomic assessments.**

7. **Incident report (only one reported and resolved)**

8. **Summary of Actions and Results Timetable arising from Meeting:**

None.

9. **Adjournment** – Meeting ended at 2:21 p.m..

10. **Next meeting** – July 23, 2020 at 1:30 on Teams. James will send appointment notice.