

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

Minutes

**Meeting March 25, 2021– 1:30-2:30 p.m.
Teams**

Present (Quorum)

Greg Deveau, Operations Supervisor
& OHS Coordinator, Safety & Security
Brittany Keddy, Admin Coordinator, Safety
& Security
Kathy Klein, Human Resources
Laura Miller, Chartwells
Caroliina Landry, OHS Nurse
Ann Myers, SEIU, Library – Co-chair
Derek Parker, Physical Plant
Brian Wilson, AUFA
James Sanford, Exec. Director, Student
Services
Aran Silmeryn, SEIU
Eveline DeSchiffart, Acadia Divinity
Richard Johnson, Athletics
Pat Mora, Financial Services
Teri Gullon, AUFA
Sandra Symonds, AUPAT
Michael Holmes, AUPAT
Patrick Difford, Director, Safety & Security

Regrets

1. **Call to order** – 1:33pm by James Sanford.
2. **Approval of Minutes** - Minutes for February presented. Approved by Teri, seconded by Sandra.
3. **Approval of Agenda** – Agenda presented. Amended.

4. **Business Arising from Previous Minutes:**

COVID Updates:

Caroliina has nothing to update. Only one student isolating. From a DSS point of view, compliance is okay. Stepping up patrols in the library and continuing to remind people of the policy.

SHARPS Policy Update:

James is still working on wording, will send to Greg once it is updated.

Working at Height:

Focusing on the policy and having it ready to go for on-campus and off-campus members. Everything is now to code; it is now just a building management request. The VP has the policy and is reviewing it now.

Recommendations for Custodial in Residence – James

James and Greg will hold on that for the time being and bring it back up for discussion in the fall.

First Aid Training Dates:

- **Standard AED Level C: 29-30 April (2 day course)**
- **Emergency AED Level A:**
- **Session 1: 06 May (1 Day Course)**
- **Session 2: 07 May (1 Day Course)**

If protocols are followed, we have been given the green light to go forward with these training dates. Dates will be posted on the website soon. Greg is hoping for 10 people per course and Greg believes there will be more dates needed. Brian will send out a bulk email focusing on researchers leaving campus. Greg to work with HR to get an online-sign up. Aran is fine with being at the back of the line for training.

Fit to Learn:

Teri had a sub-committee to discuss Fit to Learn. She met with the committee and the consensus is that we should not make our own policy for Fit to Work but focus on Fit to Learn and potentially add it to an existing policy. The best use may be the Substance Use policy. It has been approved by the sub-committee. Committee to review before Motion made by Teri that the Fit to Learn policy as written to be added to the Substance Use policy and the Non-Judicial Student Code of Conduct policy as recommended by sub-committee. Seconded by Brian.

5. New Business

Mental Health First Aid:

Greg says that we have wonderful online services to talk about mental health. James is looking at identifying a program that could be used in a package that could be brought out in September. In the meantime, links could be added to the JOHSC website with resources. Erika has provided Caroliina with a PowerPoint. Caroliina has done some research on courses and they are quite pricey. James to have discussion with Caroliina, Erika & Kerry to create a strategy to support faculty and staff.

AED:

There are good processes in place now for monitoring and testing. There has been no plan for expansion, but monthly checks are done by DSS. Greg to circulate a list before the next meeting of AED locations to see if there's value in adding more.

Membership Awareness:

James would like to have names added to the website of the members in the JOHSC committee. Greg to reach out to TS and request to have names and numbers added.

6. Incident Reports:

2 slips and falls on campus at the Athletic Complex.

Summary of Actions and Results Timetable arising from Meeting:

- James to work on wording for SHARPS policy.
- Brian will send out a bulk email focusing on researchers leaving campus
Greg to work with HR to get an online-sign up.
- James to have discussion with Caroliina, Erika & Kerry to create a strategy to support faculty and staff.
- Greg to circulate a list before the next meeting of AED locations to see if there's value in adding more.
- Greg to reach out to TS and request to have names and numbers added of members to JOHSC page.

7. Adjournment – Adjourned by James Sanford at 2:12pm.

8. Next meeting – Next meeting on April 22, 2021 at 1:30pm.