

Agenda Item	Subject, Concern or Problem (See reverse for completion instructions)	Recommendation or Action To Be Taken	Action By (who & when)
D. Reading Correspondence	amended date effective March 2017. Worker Co-chair Hanley asked for clarification in section V on the apparent restriction on the Committee of investigations of accidents or other dangerous occurrences to workers as opposed to persons. He was informed by Employer C-Chair Repski that the employer had taken legal advice on this matter. It was also confirmed that there is an obligation on the employer to investigate all incidents including those involving students. We will need a member appointed by the PSAC bargaining group for the June 22, 2017 WSHC meeting.	accepted Angelina to distribute final Terms of Reference to the committee at the next meeting Laurel	
E. New Business			
F. Reports from Subcommittees	<p>1. Laboratory Safety Committee (Kimberley) – report for information. In response to a question, it was clarified that while some PPE such as goggles is provided to students, lab coats must be purchased by the students.</p> <p>2. Radiation Safety Committee – Based on the CNSC inspection, it was found that a Radiation Safety manual was required. A manual has been created and feedback from the committee was requested by the Chair. Radiation Safety Committee, however due to time constraints not all the feedback has been addressed and updated in the manual. The deadline for submission has been extended to April 2017.</p>	Sangita to provide update at June meeting	
G. Incident Report	<p>December 8, 2016 – March 9, 2017 (Kevin)</p> <ul style="list-style-type: none"> 38 incidents in total On Tuesday, March 21 a staff communication was released in the Faculty & Staff Bulletin in regards to Safe Removal of Needles/Syringes. This message has also been added to Safety Office website. Further outreach to the University community will continue. On Monday, March 20, the Board of Regents requested a report as there is concern of the increase of needles/syringes found on campus. This report will outline the history as to the increase, the number of syringes found on campus in the past year, along with what are we doing for safety and security. Steel boxes for secure drop stations will be monitored in the areas in which they are installed to monitor the efficiency of the sharps disposal containers. A request to have a steel box installed on the mezzanine level outside of the UWUSA offices as needles have been found in the open area. This will be assessed. Kevin has been working with Street Connections - they confirm our level of activity is quite low for an urban centre. Training and procedures have been provided to Bee Clean, Security and Physical Plant for the safe handling of needles/syringes. These procedures have been asked to be shared with Housing and the UWUSA to provide communication to these groups. A free safety app will be implemented on campus that will be offered to faculty/staff/students for quick communications in emergency situations and has opportunities for Health & Safety info to be included. Further details to follow. 	<p>Laurel/Marty to work on report for the May 1st Board of Regents</p> <p>Kevin</p> <p>Laurel/Marty to bring forward at future WSHC meeting</p>	
H. Fire Safety Report	<p>December 8, 2016 – March 9, 2017</p> <ul style="list-style-type: none"> It was noted that fire extinguishers are being stolen, particularly from the RecPlex which is an open building with little supervision. Fire Warden Program 	Kevin to discuss next meeting	
I. Security Report	<p>December 8, 2016 – March 9, 2017 (Marty)</p> <ul style="list-style-type: none"> Report provided for information. 		

Co-Chairpersons' Signatures Please indicate by (X) in the brackets below who chaired this meeting.

BOTH management and worker co-chairs must sign each page of the minutes when they agree that the minutes are complete and accurate.

If one, or both co-chairs do not agree with the minute record, please attach concerns on a separate page.

In my opinion, the above is an accurate record of this meeting.

(X) Print name of Employer Co-Chair Laurel Repski () Print Name of Worker Co-Chair James Hanley
 Signature  Signature 
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J. Safety and Health	Physical Plant Training Program (Kevin) <ul style="list-style-type: none"> Scheduled "just in time" monthly meetings, themes included – January, "Cold Weather protection and Safe Shoveling"; February, "Safe Work Procedures for type 1 Asbestos" and "Safe Work Procedures for entering Restricted Areas"; March, "Hearing Conservation" Psychological Safety and Health Standard (Educational Component) <ul style="list-style-type: none"> Geoffrey Thompson, RN from the MFL Occupational Health Centre met with the committee. He briefed the committee on the many services the OHC offers to various workplace environments in regards to mental health strategies, as an outcome of the Canadian Senate Standing Committee's report "Out of the Shadows at Last: Transforming Mental Health, Mental Illness and Addictions Services in Canada". The OHC offers various supports including training programs, strategies, workshops, etc. to work towards a healthy work environment. Benefits include retain and recruit talent, increased morale, enhanced productivity. The Committee will keep this opportunity in mind for future. It was noted by Laurel that the University is looking at conducting the Guarding Minds survey through the Healthy Campus Advisory Committee. 		
K. Inspection Reports	Laboratories <ul style="list-style-type: none"> In Sangita's absence, Kevin provided the laboratory inspection report General Areas/Administrative Offices/Service Areas <ul style="list-style-type: none"> Doug provided the inspection report. It was noted that we need more participation from the committee to perform the quarterly inspections Kevin provided an update on the CNSC inspection. 		
L. Review of Regulatory Agency Inspection Reports			
M. Other Business			
N. Next Meeting	June 22, 2017 – 12:30 – 2:00 pm Location: TBD		
O. Adjournment			

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