

**MANITOBA WORKPLACE SAFETY & HEALTH DIVISION
COMMITTEE MINUTE FORM**

Name of Workplace The University of Winnipeg 515 Portage Avenue Winnipeg, MB R3B 2E9 Tel: 786-7811 Fax: 774-2935	<table border="0"> <tr> <th><u>Mgmt. Members</u></th> <th><u>Occupation</u></th> <th><u>Attend.</u></th> </tr> <tr> <td>Laurel Repski</td> <td>V.P. Human Resources</td> <td>Regrets</td> </tr> <tr> <td>Hugh Swan</td> <td>Exc. Director of Campus Infrastructure</td> <td>Present</td> </tr> <tr> <td>Gary Pawlychka</td> <td>Assoc. Controller, Financial Svcs</td> <td>Present</td> </tr> <tr> <td>Len Cann</td> <td>Director, Physical Plant</td> <td>Present</td> </tr> <tr> <td>Mary Anne Walls</td> <td>Mgr. Campus Health & Wellness (University Alternate)</td> <td>Present</td> </tr> </table>	<u>Mgmt. Members</u>	<u>Occupation</u>	<u>Attend.</u>	Laurel Repski	V.P. Human Resources	Regrets	Hugh Swan	Exc. Director of Campus Infrastructure	Present	Gary Pawlychka	Assoc. Controller, Financial Svcs	Present	Len Cann	Director, Physical Plant	Present	Mary Anne Walls	Mgr. Campus Health & Wellness (University Alternate)	Present
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Date: March 20, 2012 Next Mtg:, June 6 , 2012 # of Empl: Approx. 800	<table border="0"> <tr> <th><u>Employee Members</u></th> <th><u>Occupation</u></th> <th><u>Attend.</u></th> </tr> <tr> <td>Don Campbell</td> <td>Physics Professor</td> <td>Regrets</td> </tr> <tr> <td>Harald Weigeldt</td> <td>Carpenter, Physical Plant</td> <td>Present</td> </tr> <tr> <td>Deanna Pollock</td> <td>Ins. & Capital Acct.</td> <td>Regrets</td> </tr> <tr> <td>James Hanley</td> <td>History Prof.</td> <td>Present</td> </tr> <tr> <td>Kim Monson</td> <td>Geog. Tech.</td> <td>Regrets</td> </tr> <tr> <td>Ed DuVal</td> <td>Shipping/Rec.</td> <td>Present</td> </tr> <tr> <td>Gabrielle Prefontaine</td> <td>Archivist & FIPPA Coord.</td> <td>Present</td> </tr> <tr> <td>Gerry Narynski</td> <td>Collegiate Prof.</td> <td>Present</td> </tr> <tr> <td>Ted Turner</td> <td>Students' Assoc.</td> <td>Present</td> </tr> <tr> <td>Marilyn Walker</td> <td>Records Assistant</td> <td>Regrets</td> </tr> </table>	<u>Employee Members</u>	<u>Occupation</u>	<u>Attend.</u>	Don Campbell	Physics Professor	Regrets	Harald Weigeldt	Carpenter, Physical Plant	Present	Deanna Pollock	Ins. & Capital Acct.	Regrets	James Hanley	History Prof.	Present	Kim Monson	Geog. Tech.	Regrets	Ed DuVal	Shipping/Rec.	Present	Gabrielle Prefontaine	Archivist & FIPPA Coord.	Present	Gerry Narynski	Collegiate Prof.	Present	Ted Turner	Students' Assoc.	Present	Marilyn Walker	Records Assistant	Regrets
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Katie Haig-Anderson, a Students Association alternate, was also present for the meeting.

Resource persons: Sangita Shah, Alex Rowntree, Katie Haig-Anderson and Chris Rarick (in place of Marty Grainger) from The University, were also present at the meeting.

A. APPROVAL OF AGENDA

- No changes required.

Agenda approved: Ed Duval/Katie Haig-Anderson ...CARRIED

B. APPROVAL OF MINUTES OF DECEMBER 7, 2011

- Some minor edits were made to correct spelling and one name under section 5.


Minutes approved with suggested changes: Ed DuVal/Gabrielle Prefontaine...CARRIED

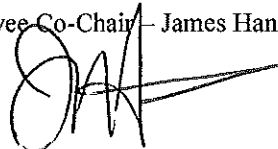
C. BUSINESS ARISING FROM THE MINUTES

1. Smoking Policy – Update

- Have received a request from the Indigenous Affairs Office to separate smudging from the smoking policy for clarity. A request for more information was sent out.
- It was suggested that this issue could be resolved by adding a link to the smoking policy under the Aboriginal services web page.
- Gary will take pictures of other no-smoking signage on Colony to show the committee. There are no revised policies to review at this time. This item will be carried over to the next meeting.

IN MY OPINION THE ABOVE IS AN ACCURATE RECORD OF THIS MEETING

() Management Co-Chair – Laurel Repski 

(X) Employee Co-Chair – James Hanley 

2. Asbestos Management Program - Update

- A checklist has been created, and has been clarified regarding roles and responsibilities.
- The checklist was approved. The asbestos manual needs to be edited to reflect the minor changes in the roles of the positions.
- The issue of appropriate signage for individual rooms is still being investigated and is pending resolution.

3. Small Appliance & Candle Policy – Update

- Deanna will send out another reminder and book a follow up meeting. This item is in progress
- No updates to share. Deferred until next meeting.

4. Field Work Policy – Update

- Sangita will see what U of M and U of B have in place.
- Sangita will be meeting with Kim re draft policy. Draft will be provided to the field work Committee for review.
- This item will be carried over to the next meeting.

5. Workplace Violence – Update

- A discussion was held concerning security communications to the campus community and Marty is to report on this at the next meeting.
- It was reported that the Workplace Violence Committee has not been meeting. The status of this committee is to be determined and reported on at the next meeting.

6. Composting Bins – Update

- Composters from the community garden have been removed following complaints.
- The community garden itself is in flux due to the new Field House project.

7. Bulman Centre Air Quality – Update

- This continues to be a periodic issue and is raised a couple of times a month due to exhaust fumes in the receiving/shipping docks. Air filters have been installed. Monitors will be installed to monitor the air.

D **CORRESPONDENCE**

- None

E. **REPORTS FROM SUBCOMMITTEES**

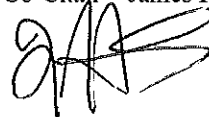
1. Radiation Safety Committee

- The CNSC license has been amended for the two new radiation sources and quantities to allow Physics to work with Neutron sources.
- Sangita visited Cancer Care Manitoba to find out how they deal with neutron sources, specifically storage and monitoring requirements. CNSC has approved the procedures we developed concerning storage and dose rate monitoring of neutron sources at the University
- Sangita will set up training with Shipping and Receiving staff on how to test packages with nuclear sources when they arrive on campus.

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Radiation Safety Committee continued

- Liquid Scintillator from Physics will be decommissioned on March 28, 2012.
- X-ray provincial regulations require that all devices must be registered with Manitoba Health. This has been completed and we are waiting for our stickers to arrive.
- Sangita will test for any leaks on the X-ray devices and will monitor dose rates with the help of existing Dosimetry services.

2. Laboratory Safety Committee

- Kim M is the chair of the Lab Safety Committee.
- Lab Safety committee has been expanded to include members representing all departments that house labs.
- The committee will meet every month till September
- The committee will be involved with all Lab issues and programs, Inspections, SWP reviews etc.
- Biology Teaching Labs were inspected and the reports were sent to the Bio-Safety Officer of Biology
- Safe Work Procedures were sent for consultation, and a site specific SWP was developed following an incident of a small fire in a Biology Teaching lab
- Theatre labs were inspected. The Theatre Light Hanging SWP will be changed over to the University SWP templates.

3. Workshop Inspection Committee

- No Report.
- Inspection will be set up for all workshops.

4. General Inspection Committee

- Ed and Alex did a general inspection of the RCFE looking for safety issues. The Bulman centre was also inspected.

F. SAFETY INCIDENT REPORTS SUMMARY

- Health and Safety Incidents were discussed by Alex.

G. FIRE SAFETY REPORT

- No RCFE alarms to report.
- A number of alarms in Centennial Hall have been recorded due to a sprinkler system malfunction.


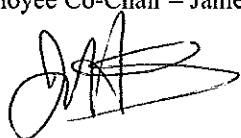
H. SECURITY REPORT

- Numerous illness related incidents were reported.
- 2 incidents at McFeetors required the WFS but were not originally reported to Security.
- 2 attempted arsons at the AnX were reported

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I. HEALTH & SAFETY PROGRAM

- Alex discussed the training for Safety Committee Basics hosted by the U of W on December 8, 2011 in room 1A06. Two other companies took part. They were Woodlawn Supply and Vita Health Products. We only had a small group take part from the University.

J. REVIEW OF REGULATORY AGENCY INSPECTION REPORTS

- None

K. OTHER BUSINESS

- Alex will be leaving the University on March 30, 2012. The Committee thanked him for his service and wished him well in his future endeavours.

L. NEXT MEETING

- The next meeting will be held on June 6, 2012 at 12:30 PM.

Meeting adjourned.

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