

Joint Health and Safety Committee Meeting	Committee members present
Meeting date: May 15th'19	Co-chair - Peter Davison y
Call to order: 9:07	Co-chair-Milena Radzikowska y
Adjourned: 10:32	Trika MacDonald y
	Mark Friesen y
	Calvin Aubin N
Previous meeting: February 13'19	David Bird Y
	Sean Williams Y
Minutes approved: February 13'19	Shweta Chugh Y
	Resource member – Rob Siklodi Y

New business	Item #		Who	Action due date
	5.1	<ul style="list-style-type: none"> Temporary Signage – What is the process for Temporary signage regarding Repairs and Emergencies? Robert to find out if there is a current process or common sign depository. 	Robert Siklodi	September
	5.2	<ul style="list-style-type: none"> Public Notice of JOHSC Members, Terms of Reference and Minutes. Milena to contact MRFA regarding a Safety Board and update MRFA Website. Peter to Update Security Website and second physical location. Robert to check with MRSA Location and to update MRFA, EHS, HR Websites. 	Milena Radzikowska Peter Davision Robert Siklodi	September
	5.3	<ul style="list-style-type: none"> Harassment Policy. Mark to take away and investigate with Trika regarding next step and time line. 	Mark Friesen	May 29'19
	5.4	<ul style="list-style-type: none"> WHIMIS. The areas of the University that deal directly with chemicals have been given full 2015 WHIMIS training, Facilities, Grounds, Security and S&T. Robert to create a plan to add WHIMIS training to the rest of staff. 	Robert Siklodi	September
	5.5	<ul style="list-style-type: none"> Inspections – According to Alberta Legislation the JOHSC must be involved in work place inspections. As the campus is large it is not reasonable that the JOHSC team is part of all the inspections. JOHSC members will be involved in any Alberta OHS inspections and at least one higher risk 	Robert Siklodi	September

		area of the University per quarter. Robert to create a list of higher risk areas to inspect.		
Completed	2019 -9	<ul style="list-style-type: none"> ● Record Management JOHSC will keep its records as is. Currently on the Google Drive. 		
	5.7	<ul style="list-style-type: none"> ● Campus Safety Advisory Groups, Report Structure. Robert is to create a summery list of items that we would want the Safety Advisory Groups to report to JOHSC 	Robert Siklodi	September
	538	<ul style="list-style-type: none"> ● Reports of Research Committees Report Structure. David is to create a summery list of items that we would want the Research Committees to report to JOHSC 	David Bird	September
	5.9	<ul style="list-style-type: none"> ● To create a sub-committee to look at synergies between current programs to find a better incident / injury reporting program. 	Peter Davision	September
	5.10	<ul style="list-style-type: none"> ● Create an accurate reporting process for sexual assault information capture 	Peter Davision	September
	5.11	<ul style="list-style-type: none"> ● Create a Plan and training material to create Safety Advisory Groups in all of the University Departments. 	Robert Siklodi	September
		<ul style="list-style-type: none"> ● 		

Old business	Item #		Who	Action due date
	2019-2	Investigation of required training for the committee Members. Robert to set up training for August between August 19 th to 31 st	Robert Siklodi	May 22'15
Completed	2019-3	Investigate adding gender diversity to section #8 Membership in the Terms of Reference.	Peter Davision	

	Risk assessments conducted	Site inspections conducted	EHS program reviews	Site-wide education programs delivered	Recommendations made to employer
This period	0	0	0	0	0

Year-to-date					
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Reports	First aid summary reports	<ul style="list-style-type: none"> 27 First aid responses for Security
	Incidents	<ul style="list-style-type: none"> 92 Total since January 1st. <ul style="list-style-type: none"> 29 employee <ul style="list-style-type: none"> 8 ice trips and slips 5 other trips and slips 5 injuries, work related 2 Building Operation injuries 63 Student or visitor <ul style="list-style-type: none"> 4 from Bachelor of Nursing 1 from Transitional Vocational Program 58 From Rec.
	Inspections	<ul style="list-style-type: none"> Inspections are ongoing, standard issues are: Incorrectly used power bars, Low fire hazards, blocked breaker boxes, egress issues
	Other OHS reports	<ul style="list-style-type: none">
	Training and education	<ul style="list-style-type: none">

	Injuries						
	Incidents	Near misses	First aid only	Medical aid only	Number of time-loss injuries	Days lost due to injury	Threats of violence
This period	92	6	27				
This period last year							
Year-to-date							