












Joint Occupational Health and Safety Committee Meeting Minutes

Date & Time: April 16, 2025 2:00 pm - 4:00 pm

Location: Y324 and Google Meet

Arleen Gallo	AVP, Human Resources	
Paul Wozney	Chief Safety, Risk and Employee Wellness Officer; Co-Chair, JOHSC	
Owini Dixon	Manager, Youth Programs	
Crystal Koch	VP, MRSA Representative	
Shane Steininger	Environmental Science Technician and MRSA Representative, Co-Chair, JOHSC	
Jessica Carswell	Faculty Financial Officer, Faculty of Science and Technology	
Joe Frazao	MRSA Representative	
Maureen Evans	Director of Planning and Operations, Students Division	
Brenda Lang	President, MRFA	
Robert Siklodi	Manager, EH&S	
Scharie Tavcer	MRFA Representative	
<i>Guest(s) to JOHSC: N/A</i>		

Meeting Minutes

Items & Topics	
1	<u>1. Approvals</u> 1.1 February 12, 2025 Minutes
Action Items:	
2.	<u>2. New Introduction(s)</u> 2.1 Introduced Paul Wozney as the new Chief Safety, Risk and Wellness Officer , as well as the newest Co-Chair of JOHSC. The other committee members also introduced themselves, and their respective roles at MRU.

3

Previous Business

3.1 JOHSC Training

- All committee members have completed the Joint Health and Safety Committees and Representatives training through the Alberta Municipal Health and Safety Association (AMHSA).
- Paul will be onboarded to this training before the June meeting.

3.2 Update on the Workplace Violence and Harassment Prevention Policy

- The drafts for the [Violence and Harassment Policy and Procedure](#) have been posted on the main website.
- All reported incidents should be investigated with documented outcomes for accountability and transparency.
- Language should reinforce the university's duty to respond to all reports to maintain trust and uphold OHS legislation.
- Recognizing and addressing patterns of harm aligns with the university's EDI goals and commitment to prevention.

3.3 G-Wing project work (ongoing until project completion)

- **February** schedule consisted of temporary hoarding installation, interior demo above ceilings, and exterior precast removal.
- **March** schedule consisted of tunnel shoring and slab removal, site cleanup, temporary road construction, detailed excavation, and dumbwaiter demolition.
- **April** schedule consisted of detailed excavation completion, wire mesh installation, and first lift of shotcrete

3.4 Learning Management System (LMS)

- Six workshops will be developed using Deltek (separate from D2L) to keep track of certifications.
- LMS - workshops facilitated by Deltek are almost complete; criteria is being developed to differentiate between the LMS and D2L; no consultation or training has currently been set up.

Action Items:

4

New Business

4.1 JOHSC Membership/Training

- Scharie Tavcer has 1 more year remaining on JOHSC as a current MRFA rep.
- Training will be provided to the new Senior Grievance and Workplace Wellness Officer once selected.

4.2 Working Alone (MRU Now app vs. Desktop version)

- There was previously a desktop version available, which has since been discontinued due to non-use, with no future plans of reactivating on desktop computers.

	<ul style="list-style-type: none"> ● Android OS: If a user does not interact with the app for a few months, the app will automatically be placed in hibernation state by the operating system. Use this guide to disable app hibernation and to ensure you continue receiving MRU Now notifications. ● iOS: There is a feature that will “offload” unused apps if device storage becomes low. Use this guide to disable app offloading and to ensure you continue receiving MRU Now notifications. ● MRU Now mobile app is available for download, and instructions for enabling push notifications for working alone can be found here. ● Alternatively, in the event that a user does not have a phone readily available, Security Services can be contacted via the office direct line at ext. 5900 to ensure check-ins can be frequently made during the time a worker is working alone on campus. <p>4.3 Terms of Reference Update(s):</p> <ul style="list-style-type: none"> ● Proposed edits to the TOR were presented. ● JOHSC will review the revised draft, and a recommendation for formal approval may follow after the review is complete. <p>4.4 JOHSC Sub-Committee:</p> <ul style="list-style-type: none"> ● Discussion held on creating a sub-committee whose focus areas may include accessibility of incident reporting and work refusals, campus-wide health and safety messaging, as well as other items that could be brought back to the larger JOHSC group for discussion and possible action.
Incidents; EHS Report; HR (V/H Metrics):	
4	<p>4.1 Incidents (November 1 - December 31, 2024)</p> <ul style="list-style-type: none"> ● 12 EH&S incidents, and 14 Student/Visitor incidents. ● 3 WCB claims with 1 lost time claim. ● 2 Property Damage incidents. ● 10 MRU Now app safety concerns. <p>4.2 Security</p> <ul style="list-style-type: none"> ● Security responded to 87 incidents.