












Joint Occupational Health and Safety Committee Meeting Minutes

Date & Time: February 12, 2025 2:00 pm - 3:45 pm

Location: Y324 and Google Meet

Arleen Gallo	AVP, Human Resources	
Shane Steininger	MRSA Representative, Co-Chair, JOHSC	
Owini Dixon	Manager, Youth Programs	
Crystal Koch	VP, MRSA Representative	
Curtis Lang	Manager, Financial Reporting & Accounting Ops; 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>Approvals</u> 1.1 November 21, 2024 Minutes
Action Items:	

2

Previous Business

2.1 JOHSC Training

- Committee Members have completed the *Joint Health and Safety Committees and Health and Safety Representative* course/training.
 - Brenda Lang to complete the above course with the [Alberta Municipal Health and Safety Association \(AMHSA\)](#).
- [The Changing World of Work](#) Health and Safety Event (**Crystal**).
 - May 27-28, 2025; hosted by CCOHS (Canadian Centre for Occupational Health and Safety).
 - Suggested for co-chairs to attend.

2.2 Potential firearm on Campus (Shane)

- Review the summary of the report/discussion provided by Security, and how future incidents will be handled.

2.3 Learning Management System (LMS) (Arleen)

- Project is approved.
 - Using Deltek (stand alone from D2L), a series of 6 workshops will be conducted.
 - EDI and EHS will serve as pilot programs for developing training records using SCORM (Sharable Content Object Reference Model).
 - Casual staff training records may be available will have to see set up.
 - Testing will begin approximately by early-mid May. Expecting system is live early June.

Action Items:

3

New Business

3.1 Update on the Workplace Violence and Harassment Prevention Policy (Arleen)

- Policy and procedure update on workplace violence and harassment slated for the Dean's Council on March 11th 2025.
- If edits and updates approved by Deans Council, it will move to the community via the public website.

3.2 JOHSC Terms of Reference (Shane)

- Requires an updated review. Will be included as an action item for the next meeting.

3.3 G-Wing Project Updates (Rob)

- Work completed from end of November 2024 to end of January 2025:
 - Hoarding wall installed; Removed carpeting and rubber baseboards for exploratory works; Make safe electrical and mechanical before ceiling demolition; Interior architectural demolition; Slab removal; Trees removal in the T-Wing courtyard for a temporary road.
 - Currently digging for deep services work.

3.4 FST Risk Assessments (Shane)

- JOHSC feels that risk assessments for university-wide issues should be shared amongst the group.
 - **SAGS** are safety advisory groups developed around the University that provide guidance on health and safety matters within specific departments with the support of EHS. The purpose of a SAG is to identify potential hazards, promote best practices, and ensure compliance amongst faculty, staff, and students.

3.5 Natural Gas Leaks/Toxic Fumes/Smells and Odors (Shane;)

- As per MRU's *What to do in an Emergency* Protocol, if you smell gas or any strong odor, or if it is reported to you, call Security Services at local 5900, and wait for instructions on whether to evacuate.
 - Report a safety concern via the **MRU Now app**. EHS will investigate and notify Building Operations to correct the issue.
 - An item which was raised included replacing the current *What To Do in an Emergency* blue book with posters including QR codes where the same information can be accessed online.

3.6 Campus Bathroom Sanitation (Shane)

- Hearing feedback across campus regarding poor sanitation conditions in bathrooms and eating areas.
 - Will discuss first with BEST to ensure all bathrooms are being inspected and cleaned as often as possible.

3.7 Updates on Vehicle Safety Procedures (Rob)

- Allowable distance traveled will be changing to time, not mileage.
 - Due to this, the working alone program will be updated, as well as the vehicle hazard assessment.
 - Safety equipment will be available in the vehicles, including a first aid kit, safety gear, and vehicle pre-use checklist.

3.8 Campus Safety Program Manager (Rob)

- Oladipo Jabagun - will be reaching out to and connecting with campus leaders to provide an [overview of his role's services](#) at MRU.

3.9 Unsafe Work Refusal (Crystal)

- As per EHS, if work is refused, the following steps shall be followed:
 - The worker is to inform their supervisor of the refusal.
 - If the condition cannot be mitigated, an investigation by EHS will begin to correct any hazardous situation.
 - If the condition is corrected, the worker will resume their task(s).

	<ul style="list-style-type: none"> ○ If the worker still refuses, the employee will complete the refusal to work form.
Incidents; EHS Report; HR (V/H Metrics):	
4	<p>4.1 Incidents (November 1 - December 31, 2024)</p> <ul style="list-style-type: none"> ● 22 EH&S incidents, and 10 Student/Visitor incidents. ● 7 WCB claims with 3 lost time claims. ● 0 Property Damage incidents. ● 3 MRU Now app safety concerns. <p>4.2 Security</p> <ul style="list-style-type: none"> ● Security responded to 62 incidents. <p>4.3 Violence and Harassment Metrics</p> <ul style="list-style-type: none"> ● As of 2025: <ul style="list-style-type: none"> ○ 4 claims YTD; of these 4 claims: <ul style="list-style-type: none"> ■ 0 Fully/Partly substantiated. ■ 1 claim pending investigation.