

**Minutes of the Memorial University &  
Memorial University of Newfoundland Faculty Association  
Joint Occupational Health & Safety Committee (JOHSC) Meeting**

**Friday, February 28, 2014**

**10:30 a.m.  
Room: C-2001**

**Present:** Dr. George Jenner, MUNFA Representative and Co-Chair; Dr. Barbara Neis, MUNFA Representative; Mr. Ian McKinnon, MUN Representative and Co-Chair  
Dr. Mark Abrahams, MUN Representative; Ms. Amy Butt, MUN Representative;  
Ms. Sheila Miller, Director, Department of Health & Safety

**Regrets:** Dr. Sevtap Savas, MUNFA Representative

**Minutes taken by:** R. Kelly

1. The Agenda – Four items were added to Other Business. Dr. Jenner moved to have agenda approved, Mr. McKinnon seconded the motion.
2. The Minutes from the September 23, 2013 meeting were reviewed, Mr. McKinnon moved and Dr. Abrahams seconded the motion for approval.
3. Update on items “for Action” from April 19<sup>th</sup> meeting:
  - a) Tier I & III Committee Updates – Ms. Miller gave an update that 121 committee members have completed training and 24 are on the wait list for training. Ms. Miller will send an updated list of all committees for circulation.
  - b) Facilities Management/ Renovations at Queen’s College – Morrison Herschfield will have the report of recommendations ready for release in early March. Ms. Miller will ask to have the report circulated to the committee.
4. New Business
  - i) Incident Report – Ms. Miller indicated that 196 incidents have been filed since the last report. Of that number 15 involved Academic Staff members.
  - ii) Science Building Flooding and Emergency Asbestos Removal – The first flooding incident occurred when a hose on the fourth floor overflowed a sink and flooded

the floor below. The second flooding occurred when a fish tank was left unattended. Custodial cleaned up both incidents. The Department of Health and Safety were not notified until a few days after the flooding incidents. The Department of Health and Safety have developed a protocol on how to deal with flooding and have communicated to Facilities Management on how custodial will proceed with clean up.

Ms. Miller spoke about the flooding damage and indicated that the immediate removal of materials and remedial of the affected dry wall will cut down the potential for mold. Discussion was had about the handling and storage of material, equipment and confidential files when such incidents occur. Perhaps some kind of protocol could be put in place to handle these incidents as they occur.

- iii) Flooding (twice) in the Bruneau Centre – The first flooding occurred when a hose broke and the floor drains backed up leaving 1 to 2 inches of water on the floor. The second flooding occurred during the blackout in early January in process engineering. No complaints were made by the affected Academic Staff members, the cleanup happened immediately. The Dean of Science and the Department of Health and Safety had not received any communication in regards to this flooding.
- iv) Flooding in the Arts Annex – The blackout in early January caused a lot of flooding in the Arts Annex. Dr. Jenner and Ms. Butt viewed the annex and noted that custodial, faculty and staff were able to react immediately with remediation, organized removal of materials and equipment. The Dean of Arts requested air samples to be taken and it was carried out.
- v) How major incidents are responded to and the communication links between the departments of Health and Safety and Facility Management and senior administrators of the units affected? - Discussion was had as to who would be the first respondents and who and what departments need to be notified. Possibly a card to follow protocol of contact and remediation. Dr. Jenner indicated that he will bring this to the University Health and Safety committee.
- vi) Air Sampling in the Tunnels – Dr. Neis asked if there was asbestos in the tunnels and have it been tested; if there are any chemicals there; and if there is any type of air ventilation system in the tunnels? Ms. Butt indicated that some lockers have been boarded up and that Student Services checked into what it would cost to replace the lockers and the removal of asbestos from Facilities Management and were told that it was too costly.

## 5. Other Business

- i. Scent Policy Awareness - There was discussion about the University not having a Scent Policy and no means of enforcing it. There are guidelines listed on the Department of Health & Safety website and some signages are posted. This would be another item for the main University committee.
- ii. Lighting and Injuries in and around the Kinetics Building – Discussion was had regarding the lighting not working around the Human Kinetics building due to asbestos in the fixtures. Also, one set of steps outside the building have been cordoned off to prevent injuries. The building committee have not had their concerns addressed by Facilities Management. Ms. Miller will have someone in her department follow up with the building committee.
- iii. Lack of proper salting at the Health Science Centre the week of February 17, 2014, which increased the risk of injury because of the ice. – This item will be addressed at the next meeting.
- iv. Gun incident at The Works - Discussion about this incident revealed that people in and around the surrounding buildings (Human Kinetics and Library) were not aware of what was happening and upon finding out what they should do or where to go. Information about the incident was very minimal.

### **Adjournment**

Meeting adjourned at 11:45 a.m.

### **Next Meeting**