

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

Tuesday, April 3, 2012

**2:10 p.m.
Room: C-2001**

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

Regrets: Ms. Tina Kielly, MUN Representative

Minutes taken by: R. Kelly

1. The Agenda – Mr. McKinnon moved to have agenda approved, Dr. Abrahams seconded the motion.
2. The Minutes from the November 25, 2011 meeting were reviewed – Mr. McKinnon moved and Dr. Jenner seconded the motion for approval.
3. Update on items “for Action” from November 25th meeting:
 - a) Tier I & III Committee Updates – Mr. McKinnon provided an update of information (given out at the last Tier I meeting) on how many Tier III committees are now in place. Ms. Miller indicated that training for the Tier III committee members is scheduled for the end of April.
 - b) SN-1069 – Dr. Abrahams updated the committee that the laboratory is now operational and the work is completed.
4. New Business
 - i) Incident Report – Mr. McKinnon handed out chart reflecting Accidents/Incidents for 2011-12 involving the whole University community. Dr. Savas asked if Grenfell is reflected in this data used. Ms. Miller indicated no that they did not have any data reflecting Grenfell’s accidents/incidents.

- ii) Health and Safety Policy Draft Review – Discussion was had about this policy in regards to updating the existing statement. Anyone who would like to have an input or provide edits regarding this policy can forward to Mr. R. Meaney of the Tier I committee.
- iii) Henrietta Harvey Health and Safety Concern – There was discussion regarding an ASM who brought to the co-chairs attention some health issues experienced by the ASM while work was carried out in the corridor outside their office, the air was disturbed and a few other people were also affected by this. The ASM had indicated that there was not enough notice of communication about this work. Mr. McKinnon informed that Ms. Giles-Murphy (Dept. of Health & Safety) made enquiries to Facilities Management but hadn't received any answers. Mr. McKinnon will follow up. There was more discussion about this building and the ongoing problems in maintaining the upkeep. Ms. Miller indicated that she will have a survey done in a month on this building, so everything will be up-to-date. The Health and Safety website will have a list of what has been done and if need be meeting with ASMs about the air quality. It was brought up on when people need to be informed of scheduled work and the people performing the work have an awareness of ongoing hazards (communication and hazardousness). Ms. Miller asked Dr. Jenner to send her the information and she will follow up with the Director of Facilities Management.

5. Other Business

- i. Smoking Policy – Discussion was had about the policy and that the full smoking ban will come into effect in August, 2013.

Next Meeting

Adjournment

Meeting adjourned at 2:55 p.m.