

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

Wednesday, April 15, 2015

2:00 p.m.

Room: C-2001

Present: Mr. Ian McKinnon, MUN Representative and Co-Chair; Dr. Mark Abrahams, MUN Representative; Dr. Stephan Curtis, MUNFA Representative and Co-Chair; Dr. Alan Hall, MUNFA Representative; Ms. Stacey Penney, MUNFA Representative; Ms. Barbara Battcock, Associate Director, Environmental Health and Safety; Mr. Mark Bailey, Health and Safety Advisor, Environmental Health and Safety.

Regrets: Ms. Jenna Bartlett, MUN Representative

Minutes taken by: R. Kelly

1. The Agenda - agenda approved.
2. The minutes from the December 12, 2014 meeting were reviewed, Mr. McKinnon moved and Dr. Curtis seconded the motion.
3. Update on items "**for Action**" from December 12, 2014 meeting:
 - a) Tier I & III Committee Updates – The Tier I committee have an initial draft plan proposed and approved to increase AED Fibrilators in buildings across campus; currently there are 12 on campus. The plan is to have one in all buildings and eventually to have one on every floor of every building. Dr. Abrahams indicated that his office have agreed to a request from the building safety committee to install 1 AED in every department of the Faculty of Science.

Tier III – the next committee training session is scheduled for May 21 and 22. Ms. Battcock indicated that it would be good to have a MUNFA representative on the individual building committees where MUNFA members are working.

4. New Business

- i) Incident Reports – Ms. Battcock indicated a new Incident Management center stats are coming from the Office of Enterprise Risk Management about the 5th or 6th of every month. The report will have statistics per building.
- ii) Incident Management System – Ms. Battcock gave an overview presentation on the new system which will be a pilot project for one year and the intent is to have access online to report all incidents that will be dispatched to the group that will handle the incident (i.e. EHS, CEP, etc.) Dr. Curtis asked to have the Presentation Overview Report made available to the committee.
- iii) Unsafe Electrical Outlets in the Department of History – it was reported that a student had plugged their laptop into an outlet and there was a loud bang and the laptop was fried. Mr. Bailey will have someone look into this and have an inspection done.
- iv) Tunnel System Health and Safety Inspections – Mr. Bailey indicated that a risk assessment was done during the winter of this year and that air samples were taken in the tunnels also. The air sample levels were acceptable and below the threshold limit value. Dr. Hall asked if some of the committee could view the tunnels, Mr. Bailey will schedule this.
- v) Potable Water at Queen’s College – Water samples were taken in April, 2014 and January, 2015, Ms. Battcock received a report showing the samples came back fine, with some being a little high. All-Tech indicated that the water is safe for human consumption.
- vi) Committee Inspections – it was brought to MUNFA’s attention that the all male Tier III committees were not inspecting female washrooms, are there other places being neglected. Ms. Battcock will check into this.
- vii) Air Monitoring Testing – Mr. Bailey indicated that there were no concerns with the air range. Dr. Hall asked what time of the day the testing is done. Mr. Bailey said the samples are collected during regular business hours.

5. Other Business

- i) **New Science Building** – Dr. Curtis asked what will happen to people not moving into the new building. Dr. Abrahams indicated that the new building will house all the labs and research rooms for the departments that have considerable demands on mechanical systems. The labs will remain in the Chemistry building and some labs will be removed from the Science building.
- ii) **Long Term Plan for Asbestos Abatement at MUN** – Ms. Battcock indicated that Environmental Health & Safety (EHS) will put proposals before Facilities Management (FM) to see where they will place on the Infrastructure plan (on the FM website). Communication is sent through Newslines and paper posting around the work site when abatement is scheduled.
- iii) **Where do you find the minutes of the Tier I and II committees** – The Tier I minutes are not posted publicly, Ms. Battcock will table at next meeting to see when the minutes will be posted. The Tier II minutes are posted on the Faculty Relations website, the MUNFA website and on the EHS website.
- iv) **Parking Area 16** – Dr. Abrahams indicated that this parking lot will be eliminated once construction starts on the new Science building. This issue will fall under Campus Enforcement and Patrol.

6. Next Meeting



Ian McKinnon
MUN Representative Co-Chair



Stephan Curtis
MUNFA Representative Co-Chair