

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

Friday, April 19, 2013

**3:00 p.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. Tina Kielly, MUN Representative; Ms. Kendra Whelan, Associate Director, Department of Health & Safety

Regrets: Dr. Sevtap Savas, MUNFA 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 October 10, 2012 meeting were reviewed, Dr. Jenner moved and Mr. McKinnon seconded the motion for approval.
3. Update on items “for Action” from October 10th meeting:
 - a) Tier I & III Committee Updates – Ms. Whelan distributed a list of Tier III committees and indicated that training for new members is scheduled for the end of May. Discussion was had about how to encourage more Academic Staff Members to participate on the Tier III committees, it was suggested to contact Ms. Haynes, Office of the Provost and Vice-President Academic, and ask her to place this topic on the Dean and Director’s Agenda to have them aware and to encourage people to participate.
 - b) Health and Safety Policy Draft Review – Ms. Whelan indicated the Draft Policy has been approved and it is currently on the Department of Health and Safety website and that the notice has been given to Newsline.
 - c) Facilities Management/ Director of Occupational Health and Safety management of the major renovation at Queen’s College – Staff and faculty are scheduled to move back on May 1. Tier I committee are looking at hiring a third party to investigate the concerns and issues pertaining to Queen’s College.

- d) Air Monitoring Reports – Mr. McKinnon distributed the report that was completed in December, 2012. Some spaces were missed in the last monitoring but will be completed the last week of April.

4. New Business

- i) Incident Report – Ms. Whelan distributed the report for the last quarter of 2012 and gave a breakdown on the listed data. There was some discussion about having the University community more aware of reporting any incident that may happen to them (i.e. slip and fall, etc).

5. Other Business

- i. Tier I – the next meeting for this group will be in May.

Adjournment

Meeting adjourned at 4:00 p.m.

Next Meeting

Target for the end of August.