

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

**Wednesday, October 10, 2012**

**10:30 a.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. Tina Kielly, MUN Representative; Ms. Sheila Miller, Director, Department of Health & Safety

Minutes taken by: R. Kelly

1. The Agenda – Mr. McKinnon moved to have agenda approved, Dr. Jenner seconded the motion.
2. The Minutes from the April 3, 2012 meeting were reviewed – a request to have a change made to the Other Business re Smoking Policy to reflect that the full smoking ban will take effect in August 2013. Mr. McKinnon moved and Dr. Jenner seconded the motion for approval.
3. Update on items “for Action” from November 25<sup>th</sup> 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 offered for Tier III committee members was completed in April and will be offered again this Fall. The Department of Health and Safety will look into offering training over four mornings instead of two full days to accommodate schedules.
  - b) Health and Safety Policy Draft Review – Ms. Miller informed the committee that the policy is now with Ms. Donna Ball, Senior Policy Analyst, who will forward it the Board of Regents for approval at their December meeting. Once approved it should be implemented in 2013.
  - c) Henrietta Harvey Health & Safety Concern – Ms. Miller indicated that the air quality survey was carried out and a complete report is in progress. When the

report is complete it will be posted on the Department of Health and Safety website.

- d) Smoking Policy – Discussion was had about the total smoking ban on campus and how it is the responsibility of the whole university community to implement. What type of education and communication about the policy will be given to the university community.

#### 4. New Business

- i) Incident Report – The July, August and September reports are in the process of compilation.
- ii) Facilities Management/ Director of Occupational Health and Safety management of the major renovation at Queen’s College – Discussion was had about the ongoing renovations and concerns were raised about the health and safety of the occupants working in the building while renovations are being carried out. Dr. Jenner and Mr. R. Meaney, Tier I Committee, toured the building and met with Mr. J. Daniels, Project Manager, Department of Facilities Management. The committee agreed that Ms. Kielly would check with CAUBO and Dr. Jenner would check with CAUT to see what the best practices are in regards to major renovations to a building while occupants are still working in it. After input the committee will present to the Tier I committee and move forward from there to avoid a similar situation like this again.
- iii) Air Monitoring Reports – Air monitoring is completely different from air quality testing. Bulk sampling is mandated by the government. The Department of Health and Safety is hiring a person or consultant who will be responsible for air monitoring. The air monitoring reports will be posted to the Health and Safety website when completed for the university community to view.

#### 5. Other Business

- i. Health Sciences Centre Air Quality – Ms. Miller indicated that Eastern Health has completed an air sampling survey, she will check to see if her department has received this report. Dr. Savas indicated that she was not aware if any air testing has ever been carried out in her laboratory and she cannot find any information to confirm it.

### **Adjournment**

Meeting adjourned at 11:50 a.m.