

Faculty of Education
Joint Health and Safety Committee (JHSC) Meeting
Friday September 29, 2017
DRAFT MINUTES

Present: Cathy Christie (Co-chair), Bob Burge (Co-chair), Erin Rennie, Karen Burkett, Sawyer Hogenkamp, Brian Zufelt, Bonnie Knox, (Secretary).

Regrets: Julie Anne Matias. , Jessica Della-Latta,

10. Approval of the Agenda

Motion to approve the agenda moved by Brian Zufelt/Erin Rennie. Carried

11. Approval of the Minutes

Appendix A

Motion to approve the agenda moved by Brian Zufelt/Erin Rennie. Carried

12. Business Arising from the Minutes

a. Items from the June 6, 2017 meeting

- *Bob and Cathy will report on the conversation that they had with the Dean about our concerns related to the front parking lot, the leaky windows on the 3rd floor and the fire hazard in the OEE storage area in the basement.*
- *The Dean agreed to contact Environmental Health and Safety about the following safety concerns identified by the committee. She shared email responses from Dan Langham – Director of Health and Safety with us in two emails.*

Email dated June 12, 2017

Pedestrian Safety

- During the School Year residences ran an information campaign that focussed on students not using the roads as walkways and to use the paths and routes through the buildings. This was in short term interim measure while more substantive solutions were explored.
- Lighting at the entrance off of Union Street is an issue due to some of the street lights being off. The problem was diagnosed as an underground wiring fault. PPS is scheduling time to excavate to repair the wiring.
- Discussion are also ongoing with the City of Kingston. We have a conceptual drawing and a cost estimate to improve the bus stop on the south side of Union Street, install a pedestrian crossing from the entrance area across Union Street and to create a pedestrian area up the side of the entrance driveway. This include painting crosswalk areas to better demarcate where to cross the road up near the buildings. The next step is to request contingency funding to do the final design and construction work.

Email dated June 30, 2017

Pedestrian Safety: PPS has repaired the underground cables for the street lights on the west side of the entrance driveway. This will improve the lighting for pedestrians and vehicles at night in the entrance area. Discussions on the reconfiguration of the east side of the main entrance driveway continue with PPS and the City.

Windows : Tom Martinek from my office visiting the rooms that have the leaking windows with Brian. Although the windows are leaking, the good news is there does not appear to be mold growth in the areas around the windows. This does not mean that the windows do not need to be repaired, it means the leaking and the presence of water is not causing a more immediate issue/concern. I will continue to ask PPS for an update on the plan for the windows.

b. Items remaining from the Action List circulated Friday April 7, 2017

- **Electronic Database – Cathy will work on this project**
- Health and Safety Bulletin Boards- contact Nadia and the marketing group to see if there is anything that we need to do.
*Bob reported that Nadya said that this is on her list of items.
Health and Safety board should be in a better spot and this was suggested by Brian at the Branding meeting. It was felt that it should be behind glass.*
- Education Newsletter- the first article will introduce the committee remind people about the Internal Responsibility System (IRS) and invite people to contact us with their concerns.
Cathy and Bob will write this article. In progress
- Contact Nadya to determine the plan for painting to ensure that lead paint is taken into consideration- *Brian Zufelt reported that the PPS Project Manager identified that vacant offices were the priority. The would start with the worst offices and go from there after Thanksgiving.*

PPS is going to re-test and get back to us. Brian received an email (he will forward it to Nadya) and we are mostly safe. The Tech shop is the worst.

13. Inspection Reports
(Appendices B, C and D are separate attachments)

Appendices B,C,D

Motion to approve the Inspection Reports moved by Brian Zufelt/Sawyer Hogenkamp. Carried

14. Accident/Incident Reports

None Received

15. New Business

a. JHSC Certification-opportunity for all members

16. Items for the Newsletter

a. *We all share the goal of making Ontario's workplaces safe and healthy* (Ministry of Labour) so, what is the role of the Faculty of Education JHSC? **Cathy and Bob in progress**

17. Date of the Next Inspection :

October 19 at 9 am. We will meet in Student Street

18. Date of the Next Meeting of the JHSC Friday Dec 1 at 1:00 pm
Friday December 1 at 1:00 pm in the Vernon Ready Room



Cathy Christie , Worker Co-chair

2/2/17

Date



Bob Burge, Management Co-Chair

2/2/17

Date