Faculty of Health Sciences
Joint Health and Safety Committee (JHSC)
Minutes of Meeting
Held Wednesday, May 16, 2018 at 1:30 p.m.

Attendees:  
Ken Jarrell  DBMS  QUFA
Dan Langham  EH&S
Anita Lister  DBMS  MGMT
Melissa McIlroy  School of Medicine  MGMT

Co-Chair:  
John Singleton  Cancer Research Labs  MGMT
Rick Hunt  DBMS  USW

Regrets:  
Jordan Babando  PSAC (TA’s)
Laura Bark  Animal Care Services  CUPE 254
Anne Biggar  CCTG  Non-Union Worker
Lindsay Cameron  School of Nursing  MGMT
Lisa McKee  School of Rehab Therapy  MGMT
Joan Tremblay  Animal Care Services  MGMT

Copy to:  
Safety Officers, Faculty of Health Sciences
Department Heads

John Singleton (Co-Chair) called the meeting to order at 1:40 p.m.

1. **Approval of Agenda**
   It was moved by M. McIlroy and K. Jarrell that the agenda be approved as circulated.
   Carried

2. **Approval of Minutes**
   The minutes of March 21, 2018 were approved by M. McIlroy and seconded by A. Lister.

3. **New Business**

   Visitor PSAC executive health and safety member Alexandru Sonoc sat in on the meeting to observe how Health and Safety Committee meetings are run.

3.1 Incident Reports

   The Secretary reported that there were five incident reports. Two employees had no lost time. The other three had lost time. One person came back to modified work days. This person will also have an ergonomic assessment done as posture is cited as an issue.

3.2 Inspection Reports.

   An inspection report was read on Carruthers Hall. All issues and recommendations were read.

   All responses were sent to EH&S for their files.
4. **Report from EH&S (Langham)**

Notifications have been sent out that EH&S is holding certification training for Joint Health and Safety Committees Part 1 at the end of June. This message was sent to those individuals that were in the database listed as not having training. Part 2 will be scheduled in the next 6 months. At the Board of Trustees meeting last week the Policy Statement on Health and Safety, the Policy Statement on Environmental Management and the Policy Statement on Student Wellnesses were all approved. These will be sent out to departments in the next couple of weeks. Please ensure the updated policy statements are on all safety boards when you are doing your inspections. The latest version of the interim harassment and discrimination will be sent out as well to remind people they need to have this on their safety boards.

We are starting to think ahead to WHMIS 2015. We want technical committees to check that people have in their lab or in the safety data sheet holder outside of the lab a copy of the quick reference guide on how to get access to a safety data sheet. The final stage of transition from WHMIS 1988 to WHMIS 2015 is related to old labelled chemical bottles. As of December 1, 2018 we are required to have all GHS compliant labels or WHMIS 2015 labels in the space on chemical bottles. The university is now in discussions with the Ministry of Labour regarding this. We are asking departments to review their chemicals and get rid of old ones.

5. **Other Business**

How do we know when people return to work after a WSIB form has been filled out? Dan informed the committee that if someone has a short absence by the time Environmental Health and Safety has processed the form the person has come back to work and this is indicated on the form. For a longer absence Human Resources and the return to work unit works with the department to bring the person back. It won't be signalled on the WSIB form that they came back. An employer's progress report goes to the WSIB to say that the person has returned and here is the date and if there are any limitations. The paperwork is processed through the return to work unit.

A. Lister confirmed that the ceiling tiles that were missing in many locations in Botterell Hall have now been replaced.

The meeting was adjourned at 2:15 p.m.

**OUR NEXT MEETING WILL BE** June 13 at 12:00 p.m. A319 Botterell Hall

Minutes approved by:

Co-Chair R. Hunt

Co-Chair J. Singleton