

Facilities Management Joint Occupational Safety Committee (FMJOHSC)
Meeting Minutes
March 12, 2019

Present: Kevin Gerrior, Jason Langle, Greg MacDougall, Gwen Muise, Shaun Chisholm, Vince Arsenault, Gary MacMillan, Laurie Reid

Action Items are Underlined. Please take note of those assigned to you or the Committee, and be prepared to provide update at the next meeting.

Meeting was chaired by Shaun Chisholm. Meeting commenced at 1:00 p.m.

APPROVAL OF AGENDA

The agenda was approved.

APPROVAL OF MINUTES FROM LAST MEETING

The minutes from the last meeting on February 12, 2019 were reviewed and approved.

OUTSTANDING ITEMS FROM PREVIOUS MEETINGS

Sharps

12 Mar 19 – Carry forward to next meeting.

12 Feb 19 – Carry forward to next meeting.

8 Jan 19 – No update; carry forward to next meeting.

20 Nov 18 – A draft procedure was distributed to the committee and reviewed. Janet to review with Security prior to finalization.

16 Oct 18 - Confirmation was requested about how to handle sharps. Vince said there was one found in residence last summer. Diabetics have a container for theirs through the pharmacy. There is also a drop-off at Bloomfield Health Centre. Janet to develop procedure and communicate to everyone who may encounter sharps.

Snow Removal Workers Travelling in Inclement Weather

12 Mar 19 – Carry forward to next meeting.

12 Feb 19 – Carry forward to next meeting

8 Jan 19 – Janet is following up with WCB to schedule meeting.

20 Nov 18 – Janet advised that the meeting with WCB did not take place, and she reiterated that such situations are decided upon on a case-by-case basis. There are accommodations available on campus, as required for persons who have to travel.

16 Oct 18 - Gwen asked if workers who are expected to travel in inclement weather to perform snow removal are covered by WCB if they get in a vehicle accident. Janet advised that the WCB decides on

such situations on a case-by-case basis. The WCB may base their decisions on compensation details. The issue was also raised for workers who are on a “call-out”. Following discussions, it was suggested that Janet follow up with the WCB Relationship to try to get a more definitive answer for the Committee.

Safety footwear in custodial assignment room

12 Mar 19 – The room is currently under renovations. Gary will put up signs once renovations are complete.

12 Feb 19 – The committee agreed that making the area a PPE-required zone is prudent. Gary to communicate to his employees and install signage in area to indicate PPE requirements. This will be done after renovations are complete in that area.

8 Jan 19 - Gary raised the issue of the requirement to wear safety shoes. The concern is employees entering the assignment room or other “non-task” areas wearing unsafe footwear. Caution should be taken to ensure rules are enforceable and consistent for everyone, as much as possible. They need to be clear, and signage should be used as required to clearly communicate rules.

Floors in lunchroom and CHP

12 Mar 19 – Shaun advised both of these items will be put in the Maintenance cue to be repaired by Summer. CLOSED.

12 Feb 19 – A floor in the Grounds lunchroom has big chunks of tiles missing and is a tripping hazard. Shaun to follow-up. Maintenance cue by summer. It was noted that winter cleats should not be worn indoors, for both damage to floor and slipping hazard reasons.

The floor in the control room of the CHP is also in need of repair.

HEALTH AND SAFETY CONCERNS

No new concerns were raised at this meeting.

REVIEW OF INCIDENTS

There were three new incidents since the last meeting. The incident summaries were reviewed, and corrective actions were discussed.

REVIEW OF MONTHLY INSPECTIONS (OCA LOG)

No discussion at this meeting (new static agenda item).

UPDATE ON HEALTH AND SAFETY TRAINING

Mobile Elevating Work Platform (MEWP) training took place for some FM employees (more to be done).

There will be training for FM JOHSC members in due course.

There will be training for FM Supervisors in due course.

NEW BUSINESS

Body Substance Isolation

A discussion was held regarding disposal of red biohazard bags. During recent Bloodborne Pathogen training, custodial employees were advised by the Chandler sales representative, who conducted the training, that they had to dispose of all body substances (e.g. blood, urine, vomit) in a red biohazard bag. Several questions arose about the use and disposal of the bags. Laurie to follow-up with local

authorities to verify correct procedure for disposing of body substances. Procedure should be developed for all of FM for body substance isolation. It was suggested that follow-up take place with the RLCs who also use mess kits, including the biohazard bags.

DATE AND TIME OF NEXT MEETING

Next meeting is scheduled for Tuesday, April 9th at 1:00 p.m. in the F.M. Boardroom

ADJOURNMENT

Meeting was adjourned at 1:42 p.m.

APPROVED BY:

Shaun Chisholm, Co-Chair