

AGENDA

Monday, January 17th, 2022
Frost Campus – Webex Meeting
Meeting Chair: Rick Teasdale

- 1 Welcome
- 2 Adoption of Agenda
- 3 Review of Minutes and Approval – December
- 4 Accident Report

Location	Student	Staff	H&S Concern/Issue	Action taken	WSIB	Comments
4.1 Review Reports	N/A	N/A			<input type="checkbox"/>	

5 Inspection Review

	Source	Issues	Recommended Action	W/O	Completed/In-Progress	Outcome
5.1 Inspection Schedule	MW	Inspection volunteers needed for 2022 remaining inspections	Assign inspection partners to remaining monthly inspections as per inspection schedule	<input type="checkbox"/>	Action Required	
5.2 Zone A Inspection	MW	Zone A – Rooms 253A to 295	2 WOs: IT drop and desk electrical outlets	<input checked="" type="checkbox"/>	Completed	
5.3 Zone B Inspection	MW	Zone B – 200-253 Main Building	6 WOs: 2 completed	<input checked="" type="checkbox"/>	Completed	
5.4 Zone C Inspection	TH/RT	Zone C – Rooms 157A to 195 Cafe and Aux Lodge (upper and lower)	1 WO: Eyewash tag to be updated	<input type="checkbox"/>	Completed	

6 New Business

	Source	IRS	Date for Action	Explanation of item	W/O	Notes
6.1 General COVID-19 Updates	KE	<input checked="" type="checkbox"/>	Jan 17/22	CMT to discuss potential impacts involving start-up.	<input type="checkbox"/>	
6.2 Garbage Pickup	RT	<input checked="" type="checkbox"/>	Jan 17/22	Update regarding garbage pickup in parking lots.	<input type="checkbox"/>	

7 Previous Agenda Items- ***starred items will not be discussed unless requested ****

	Source/Action required by:	IRS	WO	Recommended Action	Information Presented	Completed	Notes/Follow-up
*7.1 Inspection Schedule	CMT	<input checked="" type="checkbox"/>		HEO is now under school of T&T, inspection of physical space to remain in Frost inspections.	Any hazards noted in the space would be dispatched to T&T manager for review and follow-up action.	<input type="checkbox"/>	
*7.2 JHSC Membership	HB	<input checked="" type="checkbox"/>		CMT discussed Local 351 membership interest.	HB to connect with Local 351 Union regarding membership interest and availability.	<input checked="" type="checkbox"/>	HB connected with Union president and welcomed Brendan Molloy back to the committee.
*7.3 H&S Concerns, Reporting and IRS	KE/MW	<input checked="" type="checkbox"/>		H&S to create an IRS – Roles and Responsibility flowchart on H&S website	When employees note H&S concerns to the CMT, CMT members should first ask whether the employee has notified their manager, to promote the IRS. Documentation of concern is always recommended.	<input checked="" type="checkbox"/>	Complete – Review page here .
*7.4 CAWT Lab Building – Fire Safety	KE/TH	<input type="checkbox"/>		TH would like to invite Fire Prevention Officer for site visit.	KE noted space is code compliant as per PEng sign off.	<input type="checkbox"/>	KE and TH to have conversation offline and devise reasonable next steps. RT/KE to follow-up and present confirmation received

		<input checked="" type="checkbox"/>					from P.Eng to employee who originally flagged concern. This was not provided at the time of this meeting.
7.5 Focus/Initiative 2021-2022	CMT	<input checked="" type="checkbox"/>		CMT discussed Chemical Handling/Management as potential Focus/Initiative Corporate Health and Safety Manual for Field Activities Related to Frost Campus	JHSC to send communications and KE to attend tech meeting to disseminate information. HB and MPA to meet with KE and MW to kick off this initiative.	<input checked="" type="checkbox"/>	MW/KE to review and revise website to include more information and guidelines for chemical management. Meeting completed and HB/MP to work on draft manual.
*7.6 TOR	MB/CMT	<input checked="" type="checkbox"/>		MB to review edits.	MB to help with edits and distribute for larger discussion and approval at later date	<input type="checkbox"/>	
*7.7 Smoking area outside library exit	HB/H&S	<input type="checkbox"/>		HB to send follow up information to security general email	Complaint received regarding the smoking area being too close to the building	<input type="checkbox"/>	HB sent information to safety and KE/RT to follow-up.