

Residence Joint Health and Safety Committee Minutes
March 18, 2024

Attendance: A Laranjeira (Co-chair), S Smith (Co-chair), M Cosby, S Desveaux, S Hutchinson, K Newstead, A Shahzad, J Stewart, D Wilson

Regrets: P Mundi

Review of Minutes from January 15, 2024 - All

- The minutes of January 15th were approved.

Comments/Updates from the minutes:

Breaker boxes - 120V circuit

- S Smith stated that when a breaker box is tripped staff will reset it however, if it trips again, an electrician will investigate it. Normally the breaker trips because students are overloading it with too many items, and it is a matter of reducing the number of items. There have been discussions with Central Facilities and Cupe 229 and we are going to continue with the current practice for this academic year and then look at how to modify the procedure to be both practical from an operational perspective and satisfy safety concerns.
- A Laranjeira queried that if the decision was made to have custodial staff continue with this practice, would there be training to make it safer?
- S Smith responded that training would be provided. He added:
The electrical code states that you do not need an electrical ticket to flip a breaker, but you do need competency, this would be a training package or procedure that determines the competency of the staff person. The definition of competency will be discussed with subject matter experts.

H&S boards and first aid kits

- Stephen Hawryzko will continue to update H&S boards and first aid kits.

General Updates

- 2023 evaluation - summary vis-a-vis Terms of Reference - A Laranjeira
- A Laranjeira stated that the TOR refers to the number of meetings we have had and participation, she continued:
- In 2023 we held seven meetings, a few members stepped down and new members joined. Member participation has been good.
- We were not able to complete all inspections in 2023, but buildings not inspected were completed in early 2024. There are items from the 2023 inspections that are still ongoing, i.e. first aid kits, a device for the garbage dumpsters to open the lids, ensuring H&S boards are updated, and keeping issues from inspections on the agenda until they are resolved.
- A Laranjeira requested that moving forward, we follow the process of keeping unresolved issues from inspections on the agenda.
 - Order 2024 OSHA green books to replace 2019 books on safety board -S Smith
- S Smith stated that most of our H&S boards have the 2019 OSHA green books on them and he has been informed that we should have no less than the 2022 books, although the 2024 books are now available, we will start with 2022 placements as EH&S should have extras. He added:
- Although we have 2019 books, this does not mean we are not safe as the changes between books is usually quite minor.

- If the 2024 books arrive soon, we will use them but right now we will work together to place the 2022 books.

Inspections

- 2024 Inspection assignments complete. Ready to start 2024 inspections – S Smith
- S Smith stated that in the teams folder under files is the 2024 inspection document, he added:
- I have assigned managers and USW to various locations, A Laranjeira has assigned Cupe 229, as mentioned previously, it is up to you to decide when you want to do the inspection however, if we start earlier, we won't be in the same position that we were in for 2023.
- A Laranjeira added that some buildings such as Victoria Hall and Jean Royce Hall take quite a bit of time to inspect and this should be considered when scheduling, she also noted that inspections should be completed Monday to Friday so that they can chat with people in the work area.

Incident/Accident Reports - A Laranjeira

- There were no accident/incident reports.

Other:

- A Laranjeira stated that having OT during the day on St. Patrick's Day would have been beneficial, custodial staff working after St. Patrick's Day were taking out garbage until 10(am).
- S Smith proposed asbestos training for May 13th to accommodate ITS summer staff, an announcement will go out two weeks prior to that date so that interested parties across H&A can participate.
- S Smith announced that P Mundi will be stepping down from the committee and M Kenyon from Residence Life will be joining.

Meeting adjourned, Next Meeting – May 13, 2024