

Joint Health and Safety Committee Minutes

Meeting: #2013-2014-3	Date: February 21, 2014
Location: Founders Boardroom	Time: 12:00 p.m. to 1:00 pm

Attendees:	
Suzanne Ramnauth, Co-Chair	Steve Koshchuk, Co-Chair
Gang He	Sabrina Coccagna
Barb Power	Richard Carter
	Dan Brielmaier
Regrets:	
Tracy Greig	
Doug Rothschild	
Invited Guest(s):	

Old Business

Item & Date	Action	Performed By	When
NONE			

New Business


Item #	Action	Performed By	When
1.0	<p><u>Approval of the Minutes of January 21, 2014</u></p> <p>On a motion by S. Coccagna and seconded by G. He, the Minutes of January 21, 2014 were approved.</p> <p><u>Business Arising, not covered in other agenda items</u></p> <p>There was no business to report.</p>		

Item #	Action	Performed By	When
2.0	<p><u>New Mandatory H&S Training Regulations</u></p> <p>S. Ramnauth informed the Committee that the Ministry of Labour requires more in-depth worker/supervisor health and safety training than what is already in place. This training needs to be in place by July 1, 2014 and can be done online or by reading a guidebook provided by the Ministry. Once complete, a certificate of completion must be provided to employees. The certificate can be transferred to other organizations/colleges. Human Resources is required to keep track of who has completed this training.</p> <p>S. Ramnauth will follow up on this matter in the next meeting.</p>	S. Ramnauth	
3.0	<p><u>Building Inspection - Update</u></p> <p>All 2012-2013 workplace inspections have been completed and handed in with the exception of Alumni Hall. R. Carter will forward this report as soon as possible.</p> <p>The 2013-2014 Summary of Workplace Inspections sheet was distributed and reviewed. A few minor building assignment changes were made. A new updated summary sheet will be forwarded to all members.</p>	R. Carter B. Power	
4.0	<p><u>AODA Update</u></p> <p>Following up on a recent request by a conference guest to provide information on the type of emergency equipment and devices USMC has available on site, S. Ramnauth informed the Committee that the University is legally required to provide this information under AODA legislation, if requested.</p> <p>S. Coccagna mentioned that more Customer Service training is required as some staff still refer to disabled individuals as "handicapped" and should be using AODA terms such as "accessibility needs".</p>		
5.0	<p><u>First Aid Recertification Training - Update</u></p> <p>S. Ramnauth reported that 20 USMC employees have signed up for First Aid training, along with four employees from Trinity. Training will take place in early March.</p>	B. Power	

Item #	Action	Performed By	When
6.0	<p><u>Facilities Update – H&S Matters</u></p> <p>This item was deferred to the next meeting.</p>		
7.0	<p><u>Confirm Next Meeting</u></p> <p>S. Ramnauth confirmed that the next meeting will take place on Wednesday, March 19th, 2014.</p>		
Meeting Start Time: 12:15 pm		Meeting Finish Time: 1:15 pm	

Next Meeting

The next JHSC meeting will be on March 19, 2014 at 12:00 p.m.



 Suzanne Ramnauth, Co-Chairperson



 Steven Koshchuk, Co-Chairperson



 Barbara Power, Recording Secretary