



## USMC Joint Health and Safety Committee Minutes

|                              |                             |
|------------------------------|-----------------------------|
| Meeting: #2015-2016-2        | Date: May 26, 2016          |
| Location: Founders Boardroom | Time: 12:00 p.m. to 1:00 pm |

|                            |                          |
|----------------------------|--------------------------|
| <b>Attendees:</b>          |                          |
| Suzanne Ramnauth, Co-Chair | Steve Koshchuk, Co-Chair |
| Barb Power                 | Doug Rothschild          |
| Dan Brielmaier             | Richard Carter           |
| Johnathan Warda            | Peter Skrepichuk         |
|                            |                          |
| <b>Invited Guest(s):</b>   |                          |
| Effie Slapnicar            |                          |

### Old Business

| Item & Date | Action | Performed By | When |
|-------------|--------|--------------|------|
| NONE        |        |              |      |

### New Business

| Item # | Action   | Performed By | When |
|--------|--|--------------|------|
| 1.0    | <p><b><u>Approval of the Minutes of December 2, 2015</u></b></p> <p>On a motion by J. Warda and seconded by S. Koshchuk, the Minutes of December 2, 2015 were approved.</p> <p><b><u>Business Arising, not covered in other agenda items</u></b></p> <p>No other business to report.</p> |              |      |
| 2.0    | <p><b><u>Committee Member Changes</u></b></p> <p>S. Ramnauth reported that G. He has stepped down from the Committee effective May 16, 2013. The Committee thanked G. He for the time and commitment he has spent as a USW member. S. Ramnauth then introduced Peter</p>                 |              |      |

| Item #                       | Action  | Performed By                  | When |
|------------------------------|---|-------------------------------|------|
|                              | Skrepichuk as a USW worker representative replacing G. He. S. Ramnauth also welcomed Effie Slapnicar, the new Bursar and CAO, as a guest.   |                               |      |
| 3.0                          | <p><b><u>Review of Health &amp; Safety Policies</u></b></p> <p>The following policies were distributed to members for review, comment and approval to renew:</p> <ul style="list-style-type: none"> <li>• Visitor Safety Policy</li> <li>• Return to Work Policy</li> <li>• H&amp;S Policy and Application Principles Policy</li> <li>• Terms of Reference</li> <li>• Health &amp; Safety Policy</li> <li>• Workplace Violence Prevention</li> <li>• Workplace Harassment</li> </ul> <p>No concerns were brought up regarding the content or format of the policies. All policies were reviewed and approved by the committee. The approved policies will be signed by Effie Slapnicar and posted on the JHSC board and USMC website.</p> |                               |      |
| 4.0                          | <p><b><u>Status of Building Inspections for 2015/16</u></b></p> <p>Nearly all inspection reports are complete. All inspections going forward will be scheduled in order to have them completed in a timelier basis. The committee requested that the inspection forms be changed to letter size rather than legal. B. Power will make this change.</p>  | B. Power                      |      |
| 5.0                          | <p><b><u>Follow-up on status of past agenda items</u></b></p> <p>This item was deferred.</p>  |                               |      |
| 7.0                          | <p><b><u>Confirm Next Meeting</u></b></p> <p>The next meeting will take place in June 2016, date to be determined.</p>  |                               |      |
| Meeting Start Time: 12:00 pm |   | Meeting Finish Time: 12:55 pm |      |

## **Next Meeting**

The next JHSC meeting will be held in June 2016, date to be determined.

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Suzanne Ramnauth, Co-Chairperson

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Steven Koshchuk, Co-Chairperson

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Barbara Power, Recording Secretary