



# Thunder Bay Campus

## Joint Health & Safety Committee

Date: August 27, 2020

Meeting #: 27

**Present:** C. Lamers, M. Dorval, R. Sitarski, J. Pohjolainen, C. Paci, M. Rozic, T. Wright, S. Robinson, A. Veneruzzo, J. Kantola, M. Bunn. C.Grenke

**Next Meeting:** November 2020

**Regrets:** L.Prystanski, J.Willcott, T.Post

Item		Description	Action By	Time Line
1	<b>Review and Approval of Agenda – August 27, 2020</b>	<ul style="list-style-type: none"> <li>Agenda Approved – M.Dorval &amp; A.Veneruzzo</li> </ul>	Mike Rozic	
2	<b>Review &amp; Approval of Minutes May 11, 2020, Meeting #26</b>	<ul style="list-style-type: none"> <li>Minutes Approved – M.Dorval &amp; C.Paci</li> </ul>	Mike Rozic	
2a	<b>Review &amp; Approval of Minutes June 11, 2020 (covid update), Meeting #26a</b>	<ul style="list-style-type: none"> <li>Minutes Approved – M.Dorval &amp; C.Paci</li> </ul>	Mike Rozic	
3	<b>Business Arising</b>			
3a	<b>AppArmour “Safe Campus” Mobile Safety App</b> <ul style="list-style-type: none"> <li>Form Update</li> <li>Covid 19 Updates</li> </ul>	<ul style="list-style-type: none"> <li>App is available to all staff and students</li> <li>Self declaration form to be filled out via the app</li> <li>Covid-19 tab with latest information</li> <li>Mike will talk to Sr Team about the Canadian Government Covid-19 app and whether to recommend staff and students to download and use the app</li> </ul>	Mike Rozic	
3b	<b>Construction Update</b> <ul style="list-style-type: none"> <li>Projects resumed</li> </ul>	<p>Needing building demolition is complete</p> <ul style="list-style-type: none"> <li>Currently pouring concrete and curbing for parking lot for Wellness Centre. Parking lot to be paved first week of September</li> <li>Repaving and curbing on Sibley and Emo Drive is just beginning. Should be completed in September</li> </ul> <p>Structural roof remediation, installing additional roof framing in Reach area.</p> <ul style="list-style-type: none"> <li>Classrooms and hallways on 3<sup>rd</sup> floor in the Reach are not available.</li> <li>Due to be complete in early October</li> </ul> <p>Naturalizing of the open field west of the Shuniah building where the river does a loop.</p> <ul style="list-style-type: none"> <li>Addition of a gravel walkway.</li> <li>Work will start in September</li> </ul>	Michael Dorval	
3c	<b>COVID-19</b> <ul style="list-style-type: none"> <li>RTW Campus Plan</li> <li>Task Force Updates – Signage/Forms</li> </ul>	<u>Return to Campus Plan</u> <ul style="list-style-type: none"> <li>Separate plans for employees, students and community members</li> </ul> <u>Task Force Update</u> <ul style="list-style-type: none"> <li>Signage and information is up around the College</li> </ul>	Mike & Cheryl	

	Item	Description	Action By	Time Line
	<ul style="list-style-type: none"> <li>• PPE</li> <li>• Symptoms – Webform</li> <li>• Training for Staff &amp; Students</li> </ul>	<ul style="list-style-type: none"> <li>• Task Force will continue to meet and make recommendations as more students and faculty return to campus</li> <li>• M.Rozic and M.Dorval met with many depts with regards to checklists and made recommendations to departments</li> </ul> <p><u>PPE</u></p> <ul style="list-style-type: none"> <li>• Masks will be ordered this week</li> <li>• All PPE will be kept in a stores area</li> <li>• 120 additional hand sanitizer units ordered and installed</li> <li>• Still waiting for the regional units to arrive</li> <li>• Each staff and student will be provided with 2 reusable masks</li> <li>• External departments waiting on M.Salo to see if College will be providing cleaning supplies (ie SUCCI)</li> <li>• Mike will connect with M.Salo and get back to A.Veneruzzo from SUCCI</li> <li>• Prefer that everyone uses the same type of cleaning solutions</li> </ul> <p><u>Covid Reporting Tool</u></p> <ul style="list-style-type: none"> <li>• Web form available on the College's Covid-19 page</li> <li>• To be used if someone has had a positive covid test or been exposed to someone who has had a positive test (and is exhibiting symptoms)</li> <li>• Form will ask what areas the person was in accessing, people the person was in contact with</li> <li>• Only 3 people in HR have access to the information</li> </ul> <p><u>Covid-19 Mandatory Staff Training</u></p> <ul style="list-style-type: none"> <li>• 3 modules</li> <li>• What is Covid-19, what the College is doing, and health and safety</li> <li>• Approx. 300 staff have been sent the training</li> <li>• More to go out the first week of September</li> <li>• Add to the agenda a report from each building to track completion of the training.</li> </ul>	M.Rozic	
4	<b>Standing Items</b>			
4a	<b>Hygiene Testing – ACE</b> <ul style="list-style-type: none"> <li>• Nothing to Report</li> </ul>	<ul style="list-style-type: none"> <li>• Testing has not taken place as planes were not in use</li> <li>• The spark plug cleaning machine will be moved into another room and testing will resume</li> </ul>	Mike & Matt	
4b	<b>Heath, Safety &amp; Environment Update</b> <ul style="list-style-type: none"> <li>• Facilities Work</li> </ul>	<ul style="list-style-type: none"> <li>• Nothing new to add</li> <li>• Focusing on Covid accommodations</li> </ul>	Mike Dorval	
4c	<b>Training Update</b> <ul style="list-style-type: none"> <li>• Online JHSC Certification Training</li> </ul>	<ul style="list-style-type: none"> <li>• Certification training is now offered online</li> <li>• Two staff at ACE to be trained – M.Bunn &amp; J.Willcott</li> </ul>	Cheryl	
4d	<b>External Inspections</b> <ul style="list-style-type: none"> <li>• No Inspections to Report</li> </ul>	<ul style="list-style-type: none"> <li>• Electrical shutdown August 1, 2020. After work was done, ESA was required to be onsite to ensure safe reenergizing</li> <li>• No inspections to report</li> </ul>	Cheryl	

Item		Description	Action By	Time Line
4e	<b>Workplace Injuries Report</b> • <b>No injuries to report</b>	<ul style="list-style-type: none"> <li>No injuries to report since May 2020</li> </ul>	Cheryl	
4f	<b>Workplace Inspections Report</b> • <b>To be continued</b>	<ul style="list-style-type: none"> <li>Inspections stopped March and will restart now that some staff and students are returning to campus</li> <li>Security has been doing patrols and some inspections</li> <li>C.Paci and C.Grenke can do McIntyre building</li> <li>Committee members to send their availability to Mike &amp; Cheryl</li> </ul>	Cheryl/Mike	
5	<b>New Business</b>			
5a	<b>Emergency Towers</b>	<ul style="list-style-type: none"> <li>5 new emergency towers were ordered before Covid-19</li> <li>Facilities is working to have them installed in various parking lots, ie McIntyre, ACE and Shuniah/Dorion</li> <li>Towers have cameras attached to them. Just hit a button to activate the camera feed that goes directly to Security</li> </ul>	Mike Rozic	
	<b>Additional</b>	<ul style="list-style-type: none"> <li>Recommendation put forward to add signage at entrance/exit of stairways indicating in the case of an emergency/fire unidirectional stairways can be used for evacuation purposes</li> <li>Update on break and entry to the TechHub &amp; Shuniah buildings <ul style="list-style-type: none"> <li>TechHub door was not hinging properly – this has been fixed</li> </ul> </li> </ul>		
6	<b>Next Meeting – November 2020</b>	<ul style="list-style-type: none"> <li>Cheryl to send out meeting initiations for a November 2020 meeting</li> </ul>	Cheryl	
7	<b>Adjournment</b>	<ul style="list-style-type: none"> <li>2:22 pm</li> </ul>		