| cclogo-memo-bw | Thunder Bay CampusJoint Health & Safety Committee | **Date:** | **September 27, 2021** |
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| **Meeting #:** | **31** |
| Present: | R. Gould, J. Pohjolainen, M. Rozic, A. Veneruzzo, L.Prystanski, J.Willcott, J. Kantola, S. Robinson, M.Scarcello, J.Conrad, Regrets: M.Dorval, M.Bunn, C.Grenke, T.Post, T.Wright | Next Meeting: | December 2021 |

|  | **Item** | **Description** | **Action By** | **Time Line** |
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| **1** | **Review and Approval of Agenda – Sept 27** | * J.Willcott & R.Gould
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| **2** | **Review & Approval of Minutes May 31, 2021** | * J.Kantola & M.Rozic
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| **3** | **Business Arising** |  |  |  |
| **3a** | **Construction Update – R.Gould** | * Lecture Theatre – 95% of asbestos has been removed
* No safety issues have arisen
* New ramp construction on the exterior of the Shuniah building is taking place
* Inside they are reframing and extending the stage and completing electrical work
* Project is delayed due to late delivery of acoustical panels
* Looking to be complete in late February or early March 2022
* The four roofs being re-roofed are 95% complete. There has been a delay due to the lack of rubber roof membranes. These should be received by the end of October.
* Sibley Hall renovation – conference centre and NEW offices is just finishing up. NEW will be moving into the space soon. This renovated area includes gender inclusive washrooms.
* Contract Training moving into where NEW was in Shuniah Building (ground level, exterior door)
* Ryan Hall windows were replaced starting in July. Some unexpected asbestos found, removed and window install is now complete.
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| **3b** | **COVID-19 – M.Rozic*** **Task Force Update – Covid Training/Areas Opening**
* **Plexi-Glass/Signage**
* **Screening & App Update**
* **Health & Safety Concerns**
 | * Task Force Update
* Covid-19 training has been updated. Task Force members reviewed, and some changes were made. Added more information regarding vaccines.
* After some discussion with the Task Force, the Staff Lounge has reopened Some moving around of furniture to ensure physical distancing and cleaning supplies added. Staff Lounge will be open from 8:30 am – 5:00 pm without a fob (door unlocked).
* Screening Update
* Everyone attending campus is required to upload proof of vaccination to the app.
* Screeners will be present at all buildings checking vaccination passports.
* Rapid Antigen Testing
* Oak Medical was giving a green card that indicated testing. A digital QR code can now be displayed on your phone. Oak Medical will still provide the green card if need be.
* Rapid antigen testing ends November 1, 2021, unless a medical or religious exemption has been approved.
* Safe Campus App Update
* The app can tell us how many people have uploaded vaccination information but does not decipher between constituency groups.
* Health & Safety Concerns
* The College no longer is responsible for contact tracing and is no longer required to keep track of who is on campus.
* No medical or religious exemptions have been approved as of this time.
* Mike is requesting Guarda employees wear identifying clothing to show they are security staff.
* Certified security officers are in uniform, non-certified staff are in plain clothes at the moment.
 | JHSC committeeJ.Willcott |  |
| **4** | **Standing Items** |  |  |  |
| **4a** | **Heath, Safety & Environment Update/Lead Testing ACE**  | * Ryan Hall windows have been installed. Asbestos found and removed safely.
* Annual asbestos audit and management plan has been reviewed.
* Facilities staff will participate in a full day of training on October 14, 2021. Computer Services, IT staff also invited to attend as they do run cables in buildings. Training to be repeated every 3 years, in between years, training refreshers will be available via Safety Hub
* Fit testing has or will take place for employees that could potentially be exposed to asbestos
* Lead Testing – ACE
* Testing to take place every 6 months
* Last test conducted was well below guideline of 26.9. Highest reading in one of the hanger rooms was 3.3 which is very low
* Non-lead operation areas, guideline is 4.3 and highest reading was 1.9
* Next test is scheduled for December 2021
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| **4b** | **Training Update*** **Designated First Aiders Training**
* **Kantech Training and Access Update**
 | * Designated First Aiders
* Need to review our current list of designated first aiders trained and work towards compliance
* Classes will be smaller due to physical distancing requirements
* Course to take place in October. If anyone needs updated training or will soon expire let Mike know.
* Recertification for non-expired is 1 day (8 hours)
* Recertification for expired is 2 days (8 hours/day)
* M.Scarcello asked if a 2-day class could be stretched over a week time span. Mike will check with St. John’s Ambulance to see if this can be done.
* Kantech Training Update
* J. Conrad to be trained Sept 27 & 28 on the system
* Pilot program will start at ACE
* Hoping to be fully operation for Sept 2022
* Access groups are students, part time, full time, faculty, administration, and student employees
* Can have start and end dates for access – can give access to a door once, if need be
* Access Request form will be created and available via DocuSign
* Security can remotely open a door if someone needs access to a certain area.
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| **4c** | **External Inspections*** **ESA Report**
 | * Robin reviewed ESA reports – no inspectors on site since Feb 2021
* Recently inspector has retired and new one will be coming to town
* No outstanding items.
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| **4d** | **Workplace Injuries Report** | * Mike outlined report Allison supplied
* Jan 1 – Sept 2021 catchment dates
* Compensable injuries low for 2021 as there was not a lot of people on campus for ½ the year
* S. Robinson - Because of covid people are working from home. Are people to report incidents that occur at home. M. Rozic is not sure if HR is tracking if people have injured themselves working from home.
* M. Scarcello – when the College sees these kinds of injuries do they look at health promoting behaviours – i.e. posture, promoting use of fitness facilities, make our bodies stronger. M. Rozic, this happens more in the winter months, we do promote proper footwear and walking, College provides fitness centre discount to staff.
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| **4e** | **Workplace Inspections Report*** **Status for 2020/2021 year**
 | * Approximately 16 work orders are currently open.
* September inspections are tight and need to be done before the end of the month, this serves as your reminder to complete inspections before month’s end.
* R. Gould if issues are safety and facilities related send an email to Facilities and let them know of the of issue. You do not need to wait for a safety inspection to take place to report an issue.
* J. Conrad – there was hesitancy on what was deemed essential for the time we were absent during Covid, these requests are being addressed.
 | Mike Rozic |  |
| **5** | **New Business** |  |  |  |
| **5a** | **H&S Boards, Eye Wash, Extinguishers, etc.** | * Eye wash stations inspected monthly by plumber on staff
* If you see any not signed off, please let Mike know
* Fire Extinguishers, we had a new company complete yearly inspections. If you have one that does not have a new tag, let Mike know immediately.
* Sanitizer stations, cleaning staff are responsible for checking levels and filling. Let Facilities know if any require filling.
* Fogging is still taking place twice per week, Sunday, and Thursdays in common areas
* Cleaning@confederationcollege.ca please let them know if there are any areas that need attention
* Fire Extinguishers are located in areas of higher risk, not necessarily in every classroom. We have more than is required by code. If you feel there are areas that require extinguishers, please let Mike know.
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| **5b** | **First Aid/Bandaid Stations** | * Bandaid stations have been replenished. Security is responsible for filling stations when there is not a student with the Public Safety department.
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| **5c** | **Student Hires** | * Public Safety has posted for 3 student positions. 1 Campus Response and 2 Health & Safety positions. If anyone has a student they would be willing to share with Public Safety, please let Mike or John know.
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| **5d**  | **Workload Concerns- Mental Health Concerns - John Willcott** | * John shared that certain areas of the College are dealing with changes due to Covid more than others. Many new requirements cause an instant and immediate increase in workload for some positions.
* Recommending to have a standing item on the agenda for workload challenges
* Mike agrees. Covid has changed the scope of many people’s jobs and it is good for us to have a forum to discuss.
* Add to Standing Items – Covid Concerns????
* Mike S & Steve brought forward a concern regarding Ministry guidelines. What about faculty that are not comfortable with guidelines?
* Need to have a space where we can discuss concerns and issues staff bring forward
* Add to next agenda (March 2022)
* Steve wondered if as a committee we can make a recommendation to Sr Team that staff would like to have discussions about collective issues. Does not feel there is adequate representation from all parties when making decisions.
* Mike indicated he would gladly bring recommendations to Sr Team and/or departments as long as all are on board with the recommendation. If any employee has concerns, they should bring them forward to their Dean/Manager/Supervisor. Issues need to be address through direct reporting before it is brought to Sr Team.
* For our March 2022 meeting please come up with some ideas on how we can deal with these kinds of situations before Mike brings concerns to Sr Team. We do not like to hear that staff feel uncomfortable going to their direct manager with a concern.
 | Mike/Sue  |  |
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| **5e** | **Health & Safety Hazards – Steve Robinson & Michael Scarcello** | * Michael.S & Steve brought forward concerns about faculty not being consulted with regards to returning to classrooms for the fall semester.
* Is there a better way to ensure all constituents are consulted in a timely manner?
* Letter from faculty – Mike Rozic may have copy – would it be an appendix to these minutes???
* Steve indicated a number of faculty are not comfortable with the no physical distancing being required. Faculty take issue with the fact that this was implemented with no opportunity for discussion. We need to listen to the people that are feeling unsafe.
* Mike shared that we have to bring actual concerns backed up with examples to Sr Team. We cannot just bring statements of people feeling unsafe.
* Steve shared that faculty have brought concerns about lack of physical distancing to their union reps
* Mike shared that if faculty/staff/students are not comfortable with the way a classroom is set up, that is a health and safety concern. If faculty members are not at the table for decision making, this is not a health and safety concern, it is a union-management concern, perhaps to be brought up at the AUCC table.
* Robin shared that things happened very quickly at the government/ministry level. Mandates were/are communicated with very little time to implement or choice in the situations. The College has done the best it can with the timelines it was given and the workload involved in making things work.
* Michael S indicated he would ask the Union president to follow up with concrete examples.
* The College shared that they were awaiting directive from the Ministry on the Friday before the Labour Day weekend and start of the school year. Direction was provided Friday afternoon. The College had a very short turn around time to implement any requirements.
* The Academic Union appreciates the College’s effort in the quick turn around and implementing the required changes.
* The College shared that classrooms were inspected and set up with the appropriate number of desks to ensure social distancing according to Ministry standards/requirements. Faculty members can request an inspection of the classroom/space if they are not feeling comfortable. Additional cleaning can be requested.
* The Academic Union shared that the work the Public Safety department has done has been great. There is a great working relationship between him and his department’s Dean. Ultimately, faculty want to be included in the decisions around classrooms and distancing requirements.
* Mike indicated we could convene an additional JHSC meeting the 2nd week of October. He requested attendees come with examples and recommendations.
* The Academic Union shared that they are proud of the way the College has handled the Covid-19 situation.
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| **6** | **Next Meeting** | * October 14, 2021 @ 11:00 am – continuation of this meeting
* December 17, 2021 - next committee meeting
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| **7** | **Adjournment** | * 12:34 pm
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