Joint Health & Safety Meeting

Thursday, February 17, 2011 – 10:00am

A regular meeting of the Hamilton Campus Joint Health and Safety Committee was held on Thursday February 17, 2011, at 10:00 a.m. in the Conference Room, Hamilton Campus.

Present: John Bird, MaryLouise Duncan, Bob Moulton, Ann Pynn, Kyle Tuck

Approval of Minutes for the meeting held January 13, 2011 - Pynn/Moulton - Carried.

MaryLouise and Ann reported on details of the February walkabout. Room 4 bulletin board had loose papers posted that activate the room alarm; papers have been removed. Microwaves in the cafeteria need cleaning; custodial staff will be asked to clean these on an on-going basis. Also, floor air vents in a number of areas require replacement. Ann will ask Coral when these will arrive; 12 have been ordered. The fitness room treadmill electric cord is a tripping hazard in its present location. Treadmill will be moved to prevent hazard. Also, custodial staff will be asked to provide data sheets for liquid cleaners provided there. Surplus paper and other materials in room 1, including the 3 storerooms need to be recycled.
Kyle reported that child paddles for the AED device have been received, and will be deployed at the AED site. Also, the AED device will be tested for a response from Pasword monitoring.

John provided copies of the following documents for information:

- Video Surveillance and Recording for Safety and Security Policy
- Occupational Health and Safety Policy

On the issue of absences from campus it was agreed that: "in the event of special circumstances that require staff to be absent from the Hamilton Campus for a period of time outside their normal work schedule (for example vacation, illness, attendance at conferences/workshops, meetings at the St. Catharines Campus, etc.), the staff member will notify Ann and Marjorie in the Main Office. Others in the management group will then be notified for their information."

Ann reported on three incident reports filed for minor accidents on campus.

Adjournment - At 11:00 a.m. Next meeting - 10:00 a.m. Thursday March 24, 2011