

Brock University JHSC Meeting Minutes (June 8, 2012)

Meeting Details

- Date: Friday, June 8, 2012
- Time: 9:00 AM to 9:30 AM
- Location: Mackenzie Chown Complex, A-Block, Sankey Chamber

Attendance

#	JHSC Member	Worker/Management-Affiliation	Department
1	?	Worker-CUPE 4207 (Alternate)	
2	Troy Brooks	Worker-Admin. Professional	Registrars Office
3	Deb Kalvee	Management	Library
4	Karen Mcallister-Kenny	Management	Recreation Services
5	Donna Moody	Management	Campus Security
6	Jonathan Neufeld	*Worker Co-Chair-BUFA	Education
7	Colin Parker	Worker-OSSTF	Recreation Services
8	Janice Walker	Worker-CUPE 1295	Facilities Management
9	Norm Westbury	Worker-OSSTF	OSSTF

- *Quorum has not been met.
- *Jonathan Neufeld acted as co-chair for this meeting.

1 Approval of Agenda

Agenda is approved.

2 Approval of Minutes

May 11, 2012 minutes approved.

3 Open Business Updates

Items to be updated, discussed:

- JHSC-023: Workplace Violence Prevention Program
- JHSC-030: Electromagnetic Frequency Sub-Committee
- JHSC-069: Ladder Safety (Facilities Management Operating Procedure Review)

Item #:	JHSC-023
Description:	Workplace Violence Prevention Program (June Annual Review)
Update:	HR/EHS provided JHSC members with Brock University workplace violence prevention policy for review and discussion. HR/EHS discussed the number of reported the incident trending with respect to actual and potential workplace violence and harassment incidents that have occurred from 2010 to present (the last review of incidents captured 2008 through 2009). HR/EHS is developing a Workplace Violence Program where the layout will be similar to previously implemented Slip, Trip and Fall and Manual Material Handling Programs.
Discussion:	Discussion revolved around the incident trending and some clarification questions.

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Action Plan: JHSC members to review the Workplace Violence Prevention policy for comment or discussion in future meetings.

Item #: JHSC-030
Description: Electromagnetic Frequency Sub-Committee
Update: HR/EHS provided information to JHSC members for review. Documents were titled, "Use of WiFi in Schools" report developed by the Niagara Region dated May 15, 2012 and "Wireless Technology and Health Outcomes: Evidence and Review" report developed by Ontario Agency for Health Protection and Promotion dated September 16, 2010.
Discussion: No discussion at this time.
Action Plan: JHSC members to review provided information for comment or discussion in future meetings.

Item #: JHSC-069
Description: Ladder Safety (Facilities Management Operating Procedure FMOP 2-11 Review)
Update: Facilities Management provided a Facilities Management Operating Procedure (FMOP 2-11) for the JHSC to review.
Discussion: No discussion at this time.
Action Plan: JHSC members to review provided information for comment or discussion in future meetings.

4 New Business

No new business discussed.

5 Workplace Inspections

- a. 2012 Inspection Schedule Review
- b. Inspection Schedule Progress Report: HR/EHS will facilitate Janet Mannell in her inspection. Five dates during the month of June have been chosen for inspections.
- c. July Inspection Plan: Janice and Donna to determine inspection dates and times.

6 Incident Summary

- a. Employee Incident Data 2012: January 1, 2012 to present chart reviewed.

7 HR/EHS Report

- a. Legislative Actions: No legislative actions to discuss.
- b. Training/Initiatives/Information: Monthly training routine.

8 Next Meeting Details

- Friday, August 10, 2012-9AM start in Sankey Chamber

9 Co-Chair Signatures



Worker Co-Chair



Management Co-Chair