

**Carleton University
Joint Health and Safety Committee and Union Leadership
COVID-19 Update Meeting #18 – January 13, 2021
Microsoft Teams, 10:00 am**

The JHSC Management co-chair Tony Lackey, chaired the meeting.
Given the special nature of the meeting, quorum was not required (although it was attained)

Information#1. Tony provided an update related to new COVID restrictions and protocols.

Tony provided an update indicating that the government issued a new Stay at Home order, there are further restrictions coming and yet to be announced. The new order touches on the margins of the existing protocols. Will review the Regulations once they are officially released and will assess the impact on the Carleton community.

The new order is designed to keep all but essential employees at home. All employees that are coming to campus are being reviewed to ensure that they are essential. There may be some changes for some employees who are coming in currently.

The university's policy regarding home care is that all employees work with their managers to work out a flexible work solution. If a solution is not able to be accommodated, employees may have to take some annual or special leave.

An early review of the orders indicates that they will not have any impact on construction projects but will be reviewed once the official order documents are released.

Q1 – Will communication be sent out regarding childcare? HR has sent out 2 rounds of communication to the various managers and FAQs on the COVID site reiterate all of the information. HR indicated that any special circumstances that have recently arisen can be forwarded to HR for further support.

Information#2. Nancy provided an update on positive COVID cases on campus.

The university is required to track and report all positive COVID cases to Public Health and to the Ministry. Public Health has reviewed all of the university's procedures and protocols and confirm that our procedures are in compliance.

Any employees who are ill are to stay home, employees are required to use the COVID reporting form to report symptoms. To date there have been no faculty/staff COVID cases transmitted on campus.

Information#3. Nancy provided an update on a Ministry of Labour site visit last week.

The Ministry of Labour completed a site visit of Minto Case further to an anonymous complaint regarding COVID concerns at the construction/renovation project ongoing. The Ministry came to the site and found no issues with the site. All requirements for the construction project have met and/or exceeded code requirements. The contractor is responsible for the site while under construction.

Open for Questions

Q2. Question regarding ongoing construction that may be impacted by the new lockdown orders. The initial indication is that the bulk of the projects will not be affected by the orders, but the official documents may reveal some additional restrictions that may require some projects to close down.

The university is following up with the various contractors to see if they have received any additional communication from the Ministry. FMP is also conducting a review of over 100 projects to verify if the projects can/will continue.

Q3. Is there a schedule for construction that is currently ongoing? Manager of the building will follow up with the employee to provide more information regarding ongoing work.

Q4. Is there a process to get access to a building not part of the original resumption of work plans? Contact the specific Deans. If it is outside of the Dean's jurisdiction, (ie access to a building overseen by another Dean) a broader group will have to be included to gain proper access authority. Email to Campus Safety with the confirmation the day before so that card access can be granted.

Q5. Campus Safety is fielding calls as to how to gain access to campus on a daily basis. Will further communication be sent out? Will be discussed among the RTC group to ensure that all communication is up to date, however, all details are on the university's COVID website. Campus Safety should direct individuals to the website.

Q6. Can a sign be installed at the campus entrance advising that anyone entering campus needs to have the screening completed prior to entering? Committee chairs will bring up the issue to see if a sign can be put up.

Next meeting(s)

The next meeting will be **Wednesday, January 27, 2021, at 10:00 AM**, Microsoft Teams.

Adjournment