

Carleton University
Joint Health and Safety Committee
Minutes of Meeting of January 27, 2021, Meeting #217
Microsoft Teams Meeting, 9:00 am

Membership	Representing	Name	Present	Regrets
Worker Members (14)	CUPE 2424	Graham Galway	✓	
	CUPE 2424	Linda Cruz (co-chair)	✓	
	CUPE 2424	Samantha Shortt	✓	
	CUPE 2424	Nadine Smith	✓	
	CUPE 910	JP Sabourin	✓	
	CUPE 910	Brad Crawford	✓	
	CUPE 3778	John Kavanagh	✓	
	CUPE 4600-1	Hesam Farahani	✓	
	CUPE4600-2	Ali Ghabarbeighi	✓	
	CUASA	Carmen Leblanc	✓	
	CUASA	vacant	n/a	
	OPSEU 404	Justin Messier	✓	
	PSAC 77000	James Lafortune	✓	
	Non union	Andrea Fowler	✓	
Management Members (12)	Human Resources	Robin Karuna	✓	
	Facilities Management and Planning	Dan Redmond	✓	
	University Services	Kevin Mann	✓	
	Faculty of Arts and Social Sciences	Cheryl Murphy		✓
	Faculty of Science	Allison Jaworski	✓	
	Faculty of Engineering and Design	Laura Wilson	✓	
	Campus Safety Services	Brian Billings	✓	
	Athletics	Patrick Hansen		✓
	Library	Gilles Monast	✓	
	VP Students and Enrolment	James Moretton	✓	
	Finance	Tony Lackey	✓	
Dominion Chalmers	Mara Brown	✓		
Resource/ Secretary	Environmental Health and Safety	Nancy Delcellier	✓	
	Finance	Peter Cech	✓	

Union & HR (special)	CUASA	Deborah Jackson	✓	
	CUPE3778	David Duncan	✓	
	CUPE910	Steve McWatty	✓	
	CUPE2424	Jerrett Clark		✓
	CUPE4600	Narges Zare		✓
	OPSEU 404	Devon Reeves	✓	
	PSAC 77000	Alberto Tonerio		✓
	HR	Debbie Orme-Rego	✓	
	Depute Provost	Catarina Barroso		✓

Handouts (Distributed electronically or hard copy)	Agenda (e)	Incidents/Injuries (e)
	Minutes (e)	Inspection Schedule (e)
		*Indicates that member arrived later

<u>Items:</u>	<u>Action:</u>
The Worker co-chair chaired the meeting. Quorum – quorum was attained	
1. Agenda and Minutes	
1.1 Call for Agenda Items There were no new agenda items. New business was already on the agenda.	Chair
1.2 Approval of Agenda The Agenda was approved.	Chair
1.3 Approval of Minutes of November 25, 2020 (Meeting #216) The Minutes were approved as written.	
2. Announcements No new announcements at this time.	Chair
3. COVID – 19 Discussion Tony provided a COVID update on the Provincial health orders. As a result of the lockdown, activities on campus have been minimized as much as possible. Ottawa is in good shape with numbers decreasing with each day. The Ottawa chief medical officer is pushing for schools to re-open soon. The Return To Campus working group is focusing on the spring term. All provincial orders are being monitored and reviewed by the Return To Campus working group and updates are being provided to the community.	T. Lackey/all
4. Business Arising from Previous Minutes	Chair
<u>11-2 Awareness video</u> This item continues to be on hold pending the lifting of COVID-19 restrictions.	C. Leblanc
<u>11-3 Emergency Communications and Washroom Signage</u> This item continues to be on hold pending the lifting of COVID-19 restrictions.	T. Lackey
<u>10.1 Steacie 5th floor fire exits</u> FMP indicated that a consultant, (LRI) has been retained to review the space. The consultant will provide a report based on their review of the space and all of the changes to the building code and provide recommendations how to address the issue. A draft report has been issued, and a meeting with Ottawa Fire is to take place to discuss the recommendations of the report to confirm code compliance.	C. Leblanc
<u>9.1 Tunnel Use</u> Campus Safety indicated that tunnel use has improved in terms of the amount of people using the tunnels without proper access. Campus Safety continues to monitor the activity level and responding to any calls of incidents. FMP has been of great assistance in monitoring the tunnel use access. Campus Safety confirmed that students are allowed within the residence precinct's portion of the tunnels. Revised communication regarding tunnel use has been sent out to the students. Student Safety have been allotted use of golf carts, and this is further assisted in monitoring the tunnels. This item is now closed.	B. Billings (closed)
<u>9.2 In Person Instruction</u> A number of pilot projects have been proposed for some in-person instruction. A review of all of the proposals was conducted when the new lockdown orders were announced. Since the stay at home orders, a further review was conducted to ensure that the projects could	N. Delcellier (closed)

take place. The biggest potential impact was to keep the total number of individuals to 10 or less. To date, no projects have been impacted. This item is now closed.

9.3 Issues With Screeners

B. Billings

Campus Safety provided an update for CTTC and Residence Commons. CTTC poses challenges due to the varying types of use of the building. The student safety patrol have now been brought in to provide the screening in CTTC. A marked improvement in consistency has been noticed. The Securitas guards now posted to Residence Commons have likewise improved. Access to the University Centre has been reduced and is only open for Bookstore and Campus Card. Due to numerous exits and secluded areas, staffing from CSS has been added to monitor the building and to assist the screeners. The Bookstore is now operating out of the loading dock for pickup which has reduced the need for some people to access the building. There is a plan to add card access to the main door to further reduce congestion. This item is now closed.

(closed)

5. EHS Report

N. Delcellier

5.1 Injury/Incident Summary

Members were provided with a summary report/graphs created from CuWorkSafe for the past three months. Numbers continue to be very low, reflecting smaller numbers of individuals on campus. 1) 2 incidents under the Cut category. 2) 44 Good Catches occurred in the last 3 months, the vast majority were COVID-19 related. 3) Under the harassment and violence section a total of 6 harassment and violence incidents were reported, all were issues related with people misbehaving to screeners, Aramark, Athletics and against a Faculty Member. Campus Safety indicated that there is an improvement but still some isolated issues. 4) 1 incident in the Harmful Substance stemming from an ethidium bromide spill. 5) An exposure in a lab, the substance contacted an individual's eye, emergency eye wash procedures were followed. There was also a case of occupational exposure where the individual is working with animals and they are developing allergies. An evaluation is being conducted to assist the individual. 6) There were 2 incidents of slips and falls. All incidents were investigated, addressed and corrective actions implemented

5.2 EHS Updates

EHS has been working with the animal care group to test the downdrafts to ensure they are performing as required to avoid exposures. The animal allergen (dander) levels were also tested to confirm levels are kept to a level to minimize exposures, as this could lead to development of allergies. EHS (Dave Hunt) continues to provide numerous remote/virtual ergonomic assessments. The Ministry of Labour was contacted anonymously over COVID concerns with the construction project at Minto Case. They conducted an inspection on January 7, 2021 which confirmed that all proper safety measures were in place and were being followed. There were no orders issued to the contractor or to the university.

6. Workplace Inspections Summary

L. Cruz

A draft inspection schedule was circulated to members, with dates listed until May. The inspections are prioritized based on buildings which are occupied currently, with a focus on research areas, and areas where critical operations are occurring. The Ministry of Labour does expect the inspections to be completed in any areas where workers are working and as such these areas must be inspected.

7. Sub-Committee Reports

Chair

None

8. Standing Reports

Chair

None

9. New Business

Chair

9.1 Prescription Safety Glasses & Coats

As part of their collective agreement, staff within FMP are provided with PPE including safety eyewear. Exceptionally, prescription eyewear was provided as a one-time agreement. This is currently being raised as an item during negotiations between CUPE910. Some trades at FMP are required to work outside on a regular basis, and some trades are also required to work outside occasionally. In light of COVID, any shared clothing (winter coats) protocols are being reviewed. FMP has committed into purchasing coats for those occasional use individuals in response to COVID. All current sharable workwear is subjected to COVID specific cleaning and quarantining protocols to ensure that there is availability of use for all individuals.

10. New Ideas /Open Discussion

Chair

None

11. Next meeting

The next meeting will be **Wednesday, March 31, 2021**, at 9:00 AM, in Microsoft Teams
As with previous meetings, union leadership are invited.

12. Adjournment

The meeting was adjourned at approximately 10:00 am



Tony Lackey
Management Co-chair



Linda Cruz
Worker co-chair