

Carleton University
Joint Health and Safety Committee
Minutes of Meeting of March 31, 2021, Meeting #218
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	✓	
	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	Amy Wyse	✓	

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

Items:

Action:

The Management 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 January 27, 2021 (Meeting #217)

The Minutes were approved as written.

2. Announcements

This is James LaFortune's last meeting and a replacement for PSAC7700 will be needed.

Chair

3. COVID – 19 Discussion

T. Lackey/all

Tony provided a COVID update and announcements regarding the fall. The Ottawa area is currently in a Red zone. The University is operating at a minimal level at Athletics, Library and Bookstore in compliance with Ottawa Public Health and provincial guidelines. There have been a couple of outbreaks among varsity teams. There has also been an outbreak in residence. To mitigate risk of spread, certain floors of the residences are in lockdown protocol. These positive cases appear to be related to off campus social events related to St. Patrick's Day.

The City of Ottawa numbers are increasing and Ottawa may be moved to a Gray zone. If we do shift to a Gray zone, this would impact the Library and Athletics. Dining Services are already being operated as take-out service only. An announcement is expected in advance of the Easter holidays weekend.

Planning for the academic year is in place with the view of having an increase in on-campus activities by September. The CUSP group is developing the principles for academic planning. Operational plans will be discussed and input sought at the JHSC as the University proceeds with fall planning.

Q1 – Question regarding classrooms, specifically concerns regarding classrooms with poor ventilation and/or no windows. There are concerns about the use of these classrooms upon return to campus. The University buildings are 90% compliant with ASHRAE COVID Standards. A consultant is being brought in to confirm the university readiness, and provide recommendations to ensure that 100% of our buildings meet the ASHRAE standards.

Q2 – Question raised about the vaccination level threshold prior to return to campus. The University will follow available public health data and will be aligned with Ottawa Public Health's assessment of the region. Return to campus continues to be dependant on the level the city and region are in as the fall semester approaches. Online classes will be available for students who cannot attend campus and in case of a subsequent lockdown.

Q3 – Who will be responsible for enforcing social distancing and/or mask wearing if applicable at the time of return to campus? This is primarily a health and safety issue and is of concern to the entire community. Everyone in the community is encouraged to keep each other safe and look out for each other. The expectations for protocol compliance will be clearly communicated in advance of any return to campus. Communication on a wide range of issues needs to be distributed to the community prior to any return.

Q4 – How are professors expected to deal with mask compliance for those students that have medical exemptions? There are alternative options that can be provided to students, such as the wearing of a shield or even potentially requiring all of the students who are unable to wear a mask to take classes online to ensure that they can thus be safely accommodated. A policy is being discussed for individuals that refuse to wear either a mask or a shield.

4. Business Arising from Previous Meetings

Chair

11-2 Awareness video

C. Leblanc

This item continues to be on hold pending the lifting of COVID-19 restrictions.

11-3 Emergency Communications and Washroom Signage

T. Lackey

This item continues to be on hold pending the lifting of COVID-19 restrictions.

10.1 Steacie 5th floor fire exits

C. Leblanc

The situation has now been resolved as a temporary solution has been implemented. Longer term solutions are being reviewed and incorporated into the long-term planning of the building.

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) 3 incidents under the Cut category (one in a lab, human error, had put down razor blade and forgot it; worker believes laminated tunnel pass made contact with eye, treated; an individual cut and scraped top of head on overhead piping). 2) smoke in one of the residence buildings from a student who burnt his soup 3) 1 report of a staff member being harassed by a former acquaintance 4) under exposures, EHS fit tested for N95 to prevent exposure to animal dander; glove broke while handling/discarding virus, no breaks in the skin seen 5) incident: flooding from a lab; open container of toxic material left open, full assessment to ensure no risk 6) MSD: moving boxes, twisted; repetitive strain injury from working from home, considered a WSIB case 7) Slip trip fall: injury to a construction worker where a manhole cover had been moved during snow clearing; fall from a stepladder; 8) struck caught; injured wrist during an arrest.

5.2 EH&S Updates

EH&S has been working with the animal care group to test and commission the downdraft tables to minimize risks of exposure. (A downdraft table sucks the fumes down and away from the individuals). Inspections were conducted to ensure that everything was working properly. The dander levels were also tested to ensure risks of exposure are minimized, as allergies to animal dander can be a common occupational illness among animal handlers. Dave Hunt from EHS is conducting the ergonomic assessments for the community. The EHS Annual Report will be presented at the next meeting. The annual Chemical Weapons Report was filed, indicating a decrease in risk across the campus. The consolidated Cannabis Research Licence was received. Training and registration procedures being developed. The newly formed Campus Safety Services, Safety committee has had its first meeting.

6. Workplace Inspections Summary

T. Lackey

Inspection sub-committee met to discuss how inspections will be completed during COVID. Emails were sent to worker members and were received very positively which will allow the inspections to be completed in the next few months.

Updated list of inspections completed to date has been circulated. The areas highlighted in yellow indicate areas where individuals are already assigned and inspections need to be completed. There

could be opportunities in and around NAOSH week for exterior inspections. Another option is to conduct an evening outdoor inspection of the campus before September, to ensure there is sufficient lighting in place. Campus Safety has been working with FMP to identify physical deficiencies to any pathways to ensure that those are corrected.

7. Sub-Committee Reports Chair
None

8. Standing Reports Chair
None

9. New Business Chair
None

10. New Ideas /Open Discussion Chair
None

11. Next meeting
The next meeting will be **Wednesday, June 23rd, 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