



Robie Street

Minutes for Joint Occupational Health and Safety meeting held on June 18, 2024

Adam Sarty opened the meeting at 1:30 p.m. The following were in attendance:

Arla Day	Psychology	Member (Employee)
Adam J Sarty	FGSR	Member (Employee)
Mark Moffett	People and Culture	Member (Employer)
Jason Butler	Facilities Management	Alternate (Employee)
Liliane Bassil	EIT	Member (Employer)
Dennis Gillis	Facilities Management	Member (Employee)
Valerie Wadman	Human Resources	HR Officer (OHS & Wellness)

Guests:

Regrets:

Roll Call:

1.0 Approval of Minutes of Last Meeting

Mark Moffett moved to accept the minutes of the March 19, 2024, meeting, and Liliane Bassil seconded the motion. Dennis Gillis moved to accept the minutes of the April 16, 2024, meeting, and Jason Butler seconded the motion.

2.0 Outstanding Items from Previous Meeting

JOHSC training

Valerie Wadman

From previous minutes: Valerie Wadman advised members to take part in the free CCOHS training, paid for by the Department of Labour and Advanced Education. Committee members who have not taken the training are encouraged to take the safety committee training. Further information can be found at: https://www.ccohs.ca/catalog/courses_list_nova.php.

Valerie Wadman advised that EIT have added S numbers to A number list created by Tricia MacPhee. Valerie Wadman met with Rob MacArthur to discuss the next steps required to allow employees access to the Brightspace Intro to OHS course. Rob will forward directions. Valerie to arrange meetings over the summer months to address other outstanding issues.

Action: Valerie Wadman to update the JOHSC at the September meeting.



Emergency Management Annual update

Dennis Gillis

Valerie Wadman advised four of the job titles included in the list of employees who are part of the Working Group are no longer in existence. She contacted the senior management representative, for each of those four positions, and requested a new position be appointed for the group. To date, she has received three new positions

Action: Valerie Wadman to set up a meeting for the working group, when all members have been identified.

NAOSH Week event

Valerie Wadman

Arla Day and Valerie Wadman provided updates on the NAOSH Week activities. All events were well attended and successful.

Action: No further action required.

Risk Management



Administration Units Sub-committee

Adam Sarty

The April 24, 2024 minutes were distributed for review.

Aramark

Adam Sarty

The April 18, 2024 JOHSC minutes were distributed for review. Due to layoffs, this will be the last meeting until the fall.

SMUSA

Adam Sarty

The May 9, 2024 minutes were read and discussed. Dennis Gillis advised that the items related to food and mice have been investigated. Adam Sarty and Arla Day will connect with SMUSA re the

Prevention Policy and Violence Prevention Plan and Response, and a copy of the Violence in the Workplace regulations were forwarded to SMUSA for their review.

Childcare Facility

Adam Sarty

The JOHSC met in May, 2024. The minutes will be distributed with the September meeting documentation.

Contractor Documentation

Valerie Wadman

One safety plan was distributed for review.

Discussion followed on concerns related to contractors on

After discussion, it was agreed that changes are needed to the procurement process to ensure that all

Sarty volunteered to have a look at this.

Action: Adam Sarty to update at the September , 2024 meeting.

Pandemic Updates

Mark Moffett

No new updates.

Psychologically Healthy Workplace

Arla Day

No new updates



Indoor Air Quality Updates

Dennis Gillis

Valerie Wadman advised that



Adam Sarty, Management Co-Chair

Arla Day, Employee Co-Chair



Calendar

Action Item	Person(s) Responsible	Target Date	Actions
NAOSH Week	Committee		