



# Victoria University

in the University of Toronto



**CUPE**

## JOINT HEALTH AND SAFETY COMMITTEE

### WORKER REPRESENTATIVES:

MILLY WEIDHAAS (Co-Chair, USW)  
CARMEN SOCKNAT (UTFA)  
EVAN MAY (USW)  
MERLIN CHARLES (CUPE)  
MARK AUSTIN (USW)

### SECRETARY:

LAURA MCCANN

### MANAGEMENT REPRESENTATIVES:

JOANNE EVANS (Co-Chair)  
PAUL KUTASI  
ASHA BRIDGEMOHAN  
PETER ATHANASOPOULOS  
JENNIFER MCCANN  
LYNDON NOBRE  
PATRIK BAGHDASSARIANS (Alternate)

KAREN WISHART (UTFA, Alternate)

### Minutes of Meeting

Tuesday, March 3<sup>rd</sup>, 2020 at 10:30 a.m. to 12:00 p.m.

Location: Regents Room, GSC

Present: Milly Weidhaas (Chair), Joanne Evans, Paul Kutasi, Carmen Socknat, Peter Athanasopoulos, Jennifer McCann, Evan May, Asha Bridgemohan, Lyndon Nobre, Merlin Charles, Mark Austin, Patrik Baghdassarians

Absent: None

Prior to the meeting, there was a discussion regarding quorum. It was noted that the Joint Health & Safety Committee Terms of Reference, and operating procedures, could be more specific with respect to the requirements and guidelines for the number of management vs worker members represented at the table of each meeting to meet quorum.

The Chair, Milly Weidhaas, thanked Sheldon Nagazina and Sinitta D'Souza for their work on the committee and their interest in health and safety for the Victoria University community

- Motion to approve the agenda for today's meeting: Carmen Socknat, seconded by Paul Kutasi

### Minutes of Previous Meeting:

- Motion to approve minutes of previous meeting: Milly Weidhaas, seconded by Evan May

### Business Arising from Previous Minutes:

- Non-slip shoe covers: It has been observed that some of the student workers (who do not qualify for a \$200 credit toward Personal Protective Equipment) in the Burwash Dining Hall are not wearing non-slip shoes, nor are they using the non-slip shoe covers provided. ACTION: Lyndon

Nobre will commit to put in a process at the beginning of every shift to ensure all workers are wearing the necessary safety equipment

### **Workplace Inspection Reports:**

Inspection Reports were distributed prior to the meeting and the Inspector provided a brief highlight to the JHSC.

- **Burwash Dining Hall** - Follow up required on minor issues; some new processes already in place
- **Isabel Bader Theatre** - Minor housekeeping related issues require follow up – a discussion followed regarding the patio door which doesn't auto-lock from the outside
- **Victoria College** – Discussion regarding the use of an unsecured cable delineating the roof edge as a visual marker – ACTION: Peter Athanasopoulos and Lyndon Nobre will investigate further regarding the necessity of an alternative

### **Follow-up Reports to Previous Workplace Inspections:**

- **Goldring Student Centre** – follow up complete. All hazards resolved

### **Accident / Incidents Reports:**

- An employee was hurt by a loose door handle that fell off of the main door of the Goldring Student Centre, first aid was administered – this door handle has caused issues in the past and has since been fixed
- A student slipped on the stairs off of the East entrance of Northrop Frye Hall. A student had an asthma attack in the basement women's washroom of Northrop Frye Hall, EMS were called
- An employee bumped into an open refrigerator door while walking by. No further action required
- An employee slipped on uneven stone outside Burwash Dining Hall. No lost time.
- An employee was bitten by a dog in the Rowell Jackman walkway but was wearing gloves and was not injured
- An employee was cut on the hand by broken glass in the dish room

A discussion regarding the uneven flagstone pavers outside Burwash Dining Hall. ACTION: Peter will make arrangements to place a safety cone indicating a hazard until repair is completed in the spring.

### **Hazard Reports:**

- Housekeeping in Lower Burwash resident noted that students have been leaving the stoves on in the kitchens unattended both while cooking, and after. Notices reminding all students about kitchen safety have been posted in all Burwash kitchen areas, and discussion ensued regarding whether or not to do the same in all residence buildings

### **NEER Statement:**

- We received a 4 rating

### **Health and Safety Training:**

- Veronique Morris published the new spring training schedule

### **New Business:**

- Terms of Reference & Operating Procedures: a discussion regarding the need for updates to the JHSC Terms of Reference and Operating Procedures resulted in a decision to strike a review Committee; approved unanimously. ACTION: The Co-Chairs and Mark Austin will form that Committee.
- House lights in the Isabel Bader Theatre: ACTION: Lyndon Nobre will look further into the logistics of the space re switch locations; and develop protocols and train staff to communicate in order to avoid the issue of house lights being turned off while the space is still occupied
- Covid-19: Contingency planning and communications for the Victoria University community are in progress with our Director of Communications Meghan Kilty in cooperation with the University of Toronto: should be published locally by end of the week. Unit specific planning is underway in Residence Services, Food Services, Physical Plant and Human Resources. Discussion about the main contact for information. Best practices are:
  - Handwashing for 20 seconds minimum
  - Keeping sanitizer dispensers full
  - Staying home when sick; self quarantine; regular sick reporting procedure applies
  - Elbow coughing and avoiding handshakes
  - Keeping commonly touched surfaces clean (doorknobs, keyboards, light switches, phones, etc)
- Dogs on Campus: after the incident of an employee being bitten by a local dog on our campus, our Director of Communications is working on an updated outreach regarding our policy re dogs on campus
- Website: updated Health & Safety as well as other related HR and university policy content has been prepared, approved, and provided to Director of Communications for publication on the Victoria University website to follow shortly
- Members: New worker member (USW), Candace Zingweg, has been selected to replace Sheldon. An election will take place to select an alternate member (USW).

### **Recommendations:**

- None

### **Next Meeting Date:**

- The next meeting will be Tuesday, June 2<sup>nd</sup>, 2020 from 10:30 to 12:00 in the Regent's Room

### **Adjournment:**

Motion to adjourn Evan May.

Milly Weidhaas

Milly Weidhaas (Co-Chair)

Joanne Evans

Joanne Evans (Co-Chair)