



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)
CANDACE ZINKWEG (USW)

VACANT (USW Alternate)

KAREN WISHART (UTFA Alternate)

SECRETARY:

LAURA MCCANN

MANAGEMENT REPRESENTATIVES:

JOANNE EVANS (CO-CHAIR)

PAUL KUTASI

ASHA BRIDGEMOHAN

PETER ATHANASOPOULOS

JENNIFER MCCANN

LYNDON NOBRE

CHRISTINE SAATI (ALTERNATE)

PATRIK BAGHDASSARIANS (ALTERNATE)

Minutes of Special Meeting

Tuesday, August 11 at 10:00 a.m. to 12:00 p.m.

Via MS Teams

Guest: Vikas Mehta, Director, Physical Plant

Attendance

Present: Joanne Evans, Milly Weidhaas, Paul Kutasi, Carmen Socknat, Peter Athanasopoulos, Jennifer McCann, Asha Bridgemohan, Lyndon Nobre, Merlin Charles, Mark Austin, Christine Saati

Absent: Candace Zinkweg, Evan May

Approval of Agenda

- Paul Kutasi moved, Carmen Socknat seconded

Approval of Minutes of July 21st 2020 Special Meeting

- Mark Austin noted that the minutes did not emphasize raised concerns
- Motion rescinded until new minutes are amended for circulation

Special Business: Workplace Planning for Reopening

- Vikas Mehta summarized the WSPS report:
 - i. WSPS Risk Assessment Report was done to areas already open, and those that will be staffed when students return. Priority was given to those areas that remained in business through the pandemic. The goal was preparation and

guidance for safe and effective reopening for staff and students returning to campus.

- ii. The report contains an executive summary of recommendations for each space.
- iii. Where we are: signage is in process, most academic sites have signage in place, residences ongoing over next week, classrooms posted new capacities, Northrop Frye Hall finished, Isabel Bader Theatre finished re distanced seating, Covid awareness across campus, elevators re capacity and foot markings in place, installation of wellness screens in all areas identified, have been accepted and orders made to install (3-4 week delay sometimes).
- iv. General guidelines of signage include: Face Masks required in public areas where distancing not possible, washing hands, sneezing and coughing into elbows, physical distancing wherever possible
- v. Mark Austin: some areas are not included in the report, i.e. residences, washrooms, stairwells: there is a student quarantined in Rowell Jackman Hall; why weren't residence buildings assessed: Vikas Mehta clarified that only areas where workers are already present have been completed including signage for traffic flow, main lobbies of residence buildings and elevators. Maintenance shop, mailroom, Ned's. Only Rowell Jackman was occupied during the lockdown phase of quarantine.
- vi. Workplace assessments will be done as departments return to work.
- vii. Signage is being placed based on best practice: but revisions, or additions will occur as required based on how use evolves.
- viii. As of August 15th international students will quarantine 14 days in hotels before moving into residences. The student who came from overseas who didn't quarantine, arrived before August 15th and was given special permission. They are a Residence Don and arrived early for training.
- ix. Mark Austin: noted disappointment in that JHSC members (worker or manager) were not involved in this assessment process. One thing in the report that stood out: was that a manager escorted the assessor around the University to various locations, who isn't a JHSC member. Per legislation, a member of the committee must be involved. Letters went out to the wider UofT, criticizing campus reopening committees for their lack of JHSC involvement.
- x. Paul Kutasi: for pinch points of traffic going from Victoria College building ground floor to second floor en route to classrooms, can we prop the doors open without breaking fire regulations? Vikas Mehta confirmed that we will keep doors open from 9-5 to avoid increased touching. They aren't fire doors. Also, classroom doors can be left open while students enter/exit class.
- xi. Paul Kutasi: classrooms are sometimes used for departmental meetings or lunches. Does WSPS consider food consumption in classrooms safe? Peter A. clarified that classrooms were used for meetings/lunches during the building closure in the spring/summer, but this will not be the case when classes resume.
- xii. Paul Kutasi: pointed out that the Victoria College Principal's Office staff will continue to work remotely until end of year: with meetings held virtually.
- xiii. Joanne Evans asked about furniture being moved out of spaces where it won't be used versus just wrapping or stacking to make it unusable: Vikas Mehta clarified that depending on the room/space the solutions will vary taking storage and effective best practice into consideration.

- xiv. Carmen Socknat asked whether Physical Plant will be providing sanitizers/wipes, or if each division will be responsible for providing their own (citing that during SARS the University provided cleaning supplies): wipes will be provided for students in the library to wipe things off: in addition to cleaning staff, there will be sanitizing stations. The University communications indicated departments need to contact suppliers on their own: concerns expressed by Committee members for each dept ordering independently vs central supply. Vikas Mehta emphasized that physical plant stocks and maintains sanitization stations are for public areas. It has always been departmental responsibility to supply extra sanitization beyond hand soap for bathrooms, but that it will be taken to senior leadership for discussion.
- xv. Jennifer McCann mentioned that some divisions have been buying wipes for their offices because they felt it was needed. Asha Bridgemohan mentioned her department has been buying their own wipes and extra sanitization.
- xvi. Mark Austin had questions: 1) ventilation: new research: droplets can be aerosol for up to 14 minutes: how many buildings are equipped with MERV13, and how many aren't? Peter Athanasopoulos clarified that none were except Northrop Frye Hall. The remaining buildings are currently less than MERV13, and being fit with MERV 13 as a single pass with return air starting now, a number of buildings don't require this upgrade because 100% of the air is outside air, but most will get MERV13s. Also mentioned was that filtration will be on a 24-hr basis.
- xvii. Mark Austin referenced a UofT communication from Kelly Hannah Moffat: flushing only when emergency situation (major outbreak): Vikas Mehta: will have to review and determine why. Victoria University will largely be following UofT strategies.
- xviii. Mark Austin mentioned that masks in classrooms are mandated: but what about offices spaces? He suggested we avoid waiting on UofT to insist on certain protocols. Requested that we be proactive to mandate non-medical masks throughout the university, to go beyond minimum requirements. Joanne Evans will take this to leadership team. As of now we are following Public Health research, and some direction from UofT. Education vs enforcement, even in the event a staff member isn't compliant in policies/best practices while on campus.
- xix. Milly Weidhaas asked who will be monitoring occupancy of students in classes? Paul Kutasi mentioned that this is being discussed among faculty. It's difficult because class capacities are so small. If a class is taking place in person, there is no way for someone enrolled as online, to move to in person. Registration is for either/or only. Most professors are moving fully online. Faculty are monitoring in-class room capacities.
- xx. Milly Weidhaas asked if making wipes available for all divisions via Physical Plant is problematic? The ability for staff to sanitize high touch surfaces in between formal cleaning, from central supply, would make maintaining hygiene easier. Vikas Mehta will take it to leadership team. Carmen Socknat asked to have the library provided with gloves.
- xxi. Joanne Evans asked Carmen Socknat regarding an update on library opening? Carmen Socknat mentioned that senior staff meeting next week may provide details. Vikas Mehta mentioned that Emmanuel College building and Pratt

Library are two buildings left to assess for signage and traffic/pedestrian flow and elevator capacity as preparation in the event they open.

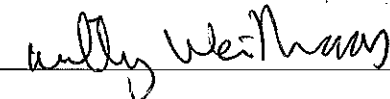
- xxii. Vikas Mehta mentioned that floor decals will have to be monitored on a regular basis for lifting and fading due to traffic and mopping/cleaning. Spares are being purchased for replacement.
- xxiii. It was noted that Victoria University (via UofT) is issuing non-medical masks. Human Resources has provided the required number for each department. Physical Plant is making them available at Front Desk for 1 representative from each department to pick up. These are to be distributed by managers.

- **Next Meeting Date:** Tuesday September 15th 10:30 – noon

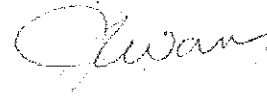
- **Adjournment**

i. Paul Kutasi moved, Jennifer McCann seconded

- Joanne Evans thanked the JHSC for their work. Tensions are high with students returning. We are in this together. We will pull through because we always do. Stay safe everyone.



Milly Weidhaas (Co-Chair)



Joanne Evans (Co-Chair)