

Facilities Management Joint Occupational Safety Committee (FMJOHSC)
Meeting Minutes
July 9, 2020

Present: Greg MacDougall, Darlene Campbell, Kevin Gerrior, Leon MacLellan, Paul Chisholm, Vanessa Crispo

Advisory: Randy Peters, Dave MacNeil, Laurie Reid

Action Items are Underlined. Please take note of those assigned to you or the Committee, and be prepared to provide update at the next meeting.

Meeting was chaired by Kevin Gerrior and was held in person and via MS Teams. Meeting commenced at 11:07 a.m.

APPROVAL OF AGENDA

The agenda was approved by consensus.

APPROVAL OF MINUTES FROM LAST MEETING

The minutes from the last meeting on May 14, 2020 were reviewed and approved by consensus

OUTSTANDING ITEMS FROM PREVIOUS MEETINGS

Propping of door in Bloomfield

9 Jul 20 – No update.

14 May 20 – No update.

12 Mar 20 – This was raised with Sodexo and Bob Hale. Monitor. Looking at signage.

16 Jan 20 - The back door continues to be propped open at ramp at loading dock near kitchen in Bloomfield. It was suggested that we put alarm on the door. RJ Bartlett did a study, and the door requires a panic bar. Recommendations from RJB about (life safety) egress being reviewed in the Project Office. Propping open doors still an issue – try different signage. There are constant pest control complaints in this area. Laurie to send email to Sodexo to express concern.

HEALTH AND SAFETY CONCERNS

Concerns were raised about the lack of communication to FM about isolated students staying in residences. This concern was raised previously, and continues to be an issue. There is an SOP written that involves communication with Security and FM that is not being followed. Randy to follow-up with Housing and Student Life.

A concern was also raised about tenants in Powers and Somers being told to leave for maintenance, and the FM workers showed up four times and the tenants were still in the apartment. There should be a sweep by Residence Life before FM gets there. Randy to follow up with Residence Life.

REVIEW OF INCIDENTS

There were no reported incidents since the last meeting.

UPDATE ON HEALTH AND SAFETY TRAINING

- OHS Leadership Training took place.
- The requirement for rigging training is being assessed and will be booked in due course.
- Asbestos Awareness training will be arranged for all FM employees.
- Monitoring technical training for expiry and will arrange as required.
- JOHSC member training.

Laurie will send the training tracking sheet the supervisors to show the current status of training – some fall protection has expired.

NEW BUSINESS

Non-Medical Masks

Leon provided an update on the use of non-medical masks (NMM). Non-medical masks are now mandatory on Campus inside all buildings, except when you are in your “personal workspace”. We want to define these workspaces for FM, and decide what is reasonable for FM not to have the mask on. We want to model behavior for students.

What are the few exceptions? Masks should not create a safety hazard. Cleaning, as one example: put up a sign that says a mask-free zone in an area where the custodian will be alone and can take off their mask to work. But while walking through the building, masks should be worn. FM should determine when masks have to be worn by custodians, and clarify this to their employees (SOP).

Employees should be involved in these discussions.

Can face shields be used instead of mask? Maybe in certain situations following a hazard assessment. They do not provide the same droplet protection as NMMs. Masks are required most of the time. Face Shields are actually personal protective equipment (but NMMs are not), and are often used over a NMM as splash/droplet protection.

Leon advised we are planning to deliver the Return to Campus training in a group setting, that will include some information on NMMs. Randy requested that the FM JOHSC and supervisors determine the rules of when you are using masks, so we can incorporate that into the training. Then come to agreement on next steps.

DATE AND TIME OF NEXT MEETING

The next meeting is scheduled for August 13th.

ADJOURNMENT

Meeting was adjourned at 12:05 p.m.