

JOHSC Minutes
April 19, 2017, 9:30 – 11 a.m.
School of Divinity Boardroom

Present: James Sanford, Executive Director, Student Services, Administration Rep (Co-Chair)
Sue Conlan, Instructor, Nutrition, AUFA rep (Co-Chair)
Ann Myers, Cataloguing, Vaughan Memorial Library, SEIU Rep
Judy Noel Walsh, Manager, Scholarships and Financial Assistance, AUPAT Rep
Patrick Difford, Director, Safety and Security
Derek Parker, General Manager, Physical Plant
Eveline DeSchiffart, Executive Assistant, Acadia Divinity College
Garry McIver, Coordinator, Purchasing Services, Bus Office, Administration Rep
Chris Callbeck, VP Finance and Administration and CFO

Regrets: Greg Deveau, Manager, Technology Consulting, Tech Services, AUPAT Rep
Richard Johnson, Coordinator, Facilities and Operation, Administration Rep
Marcel Falkenham, Director of Facilities
Teri Gullon, Instructor, Chemistry, AUFA Rep
Suzanne Stewart, KCIC Environmental Center, SEIU Representative

Meeting with Chris Callbeck, VP Finance & Administration

Chris gave some background on his experience with UNB OHS and indicated that OHS is one of his 'high priority' items. He felt that the number of diverse groups on a campus are significant and important. - dining hall, athletics, chemistry lab – and that they represent various types of risks, both to personal injury and to the school's reputation.

What do we need to do to protect the Acadia community and visitors?

The Government of Nova Scotia is about to pass an Accessibility Act (Bill 59) and Acadia will need to ensure that we are in compliance.

Chris left the meeting at approximately 10:30 a.m.

1. Agenda approval; Judy Noel Walsh moved the agenda by approved. Seconded by Evelyn DeSchiffart

2. Business Arising from Previous Minutes:

i) OH&S Support: Patrick also indicated that S&S would take responsibility for recording JOHSC minutes beginning in September 2017.

There is not currently a consistent method for people to communicate with the Occupational Health and Safety Committee. The contact process may vary depending on the issue e.g. ergonomic assessments or broken steps. It was agreed that in the future, everything will be coordinated through the Safety and Security (S&S) office. Providing a single point of contact will simplify the communication process, while ensuring that S&S are kept apprised of all issues on campus.

There are still some outstanding issues that we want to consult with Mike Carter about; James, Sue and Patrick will take this on and communicate back

Approved: Garry Mclver

Seconded: Judy Noel Walsh

- ii) AUPAT Reps Update: TBD but it has been suggested that terms may extend to June for 3 year term
- iii) First Aid / sharps update - move to next month
- iv) Fire alarm / drills – Patrick indicated that there is a new SOP regarding how and when drills are done on campus; He will forward details to committee

New Business;

Planning discussion: James, Sue and Patrick will be meeting to make a plan for our May meeting

Incident Reports:

March 23 fall down stairs due to being distracted, resulting in sprained ankle - student;

Another fall on stairs; broken arm;

Garry Mclvar – car driving behind U hall nearly hit him.

S&S reported roofers working on Whitman’s House weren’t following workplace safety standards by using tie downs; they were dismissed immediately

Student in AXE fell off table, fell to floor landing on glass, breaking glass and required hospitalization and surgery to left arm; accident by misadventure.

Chris Callbeck reported that the south end of University Ave. will be closed to traffic.

Summary of Actions and Results

Judy will ensure an update on AUPAT reps

James will follow up with sharps / first aid

Patrick will send out SOP with fire safety by end of day today

Chris will do further work on closing south access of University Ave

May meeting will be focused on developing plan for JOHSC to go forward

Next meeting Wed May 17th

Adjourned.

Review: Sodexo website. : safety policies & procedures; section 5: Joint Health & Safety committee

