

**Minutes of Meeting**  
**Joint Health and Safety Committee**  
**Leslie Dan Faculty of Pharmacy (LDFP)**  
**Tuesday, June 09, 2020 @ 1:00 PM, Online Teams**

**For Approval at Next JHSC Meeting**

**Present:** Ruth Carew (W), Carolyn Cummins (M, Co-Chair), Zarko Zlicic (W, Co-Chair), Sam D'Alfonso (W), Jeff Henderson (M), Hanie Yousefi (W), Donald Wong (W), Christine (Tina) Harvey-Kane (M), Irene Tang (M), Tammy Taylor Deane (W), Jack Uetrecht (M),

**Regrets:** Paul Grootendorst (M)

**Absent:** Lisa Dolovich (E), Stephane Angers (E), Ayoob Ghalami (E), Geoff Shirliff-Hinds (E), Wen Zhu (E), David Dubins (M), Andy Yang (W), Nina Marelli (W), Mark Austin (W)

**Chairperson for this meeting:** Carolyn Cummins (M, Co-Chair)

W=Worker M=Management E=Ex officio

- 1. Approval of agenda for June 09, 2020, 2020**
  - a. Agenda was approved without modifications.
- 2. Approval of business arising from minutes of March 10, 2020**
  - a. Minutes were approved with no corrections.
- 3. Old Business**
  - a. Items arising from the previous minutes (Carolyn)**
    - i.** Two health and safety courses are available online for students.
    - ii.** First aid courses are on hold until August 2020. As gathering of people is allowed for 10 people, courses may resume so Tammy can take the training. Members that have done the training before have applied for recertification. Item of action: Zarko will provide an update for the new training times in the next meeting.
  - b. Accident/Incident Report Review**
    - i.** No accidents and incidents were reported.
    - ii.** Some gas cylinders and wires were left unprotected and opened and Zarko already has contacted the associated labs.
    - iii.** Service elevator is out of order and 13<sup>th</sup> floor storage is not accessible. Zarko suggested that

chemicals can be stored in B128 biosafety room.  
Action item: Tina will send out an email to let everyone know that they can store chemicals in B128.

**c. Monthly JHSC Workplace Inspection (Zarko)**

- i. Zarko has been using new checklist for inspection templates. Irene has been helping Zarko to put his inspections in report form and she can help others.
- ii. Carolyn asked if we are currently up do date in terms of inspection reports. Zarko mentioned that we are currently up do date.
- iii. Irene suggested that for future inspections, Zarko can do half the floors in one months (3 floors) and other half in another month.
- iv. Zarko mentioned that there are still a few items that cannot be done, and he will send a substitute list of information to Irene.
- v. Zarko mentioned that Donald has scanned the previous reports for last two years and Zarko has sent it to Irene.
- vi. Carolyn asked if there will be a new inspection team? Zarko mentioned that it is possible that Tina joins the team.

**4. New Business**

**a. Facilities Director, Tina Harvey-Kane - Restart update**

- i.** In phase one of reopening, most labs have been permitted to restart and they need to submit permission forms and the occupancy of the building will be controlled. Each lab module can have no more than four people at a time. Small labs can have 1 person in a lab.
- ii.** The restrictions cannot be modified or removed as they are all required from central. The labs will be continuously monitored. If the labs do not respect the rules, they can be reported, if reported for certain number of incidents, times, EHS preserves the right to remove their permit.
- iii.** Zarko asked if there are any responsibilities from the JCHS for the surveillance. Tina mentioned that two people from the department will be assigned for the task but anyone observing any breaking of the new laws can report to Mike.
- iv.** Jack raised concerns about the elevators and the 4 people capacity of them as well as the execution of the one-way hallways and corridors.

Jeff and Jack agreed on the elevators being the most high-risk area.

- v. Jeff suggested that EHS cannot remove any lab's permit. Tina referred to the middle parts of the EHS report where it mentions that EHS reserves the right to void labs' permits.
- vi. Carolyn showed concerns about not requiring masks and how it can increase risks (masks are currently optional. Carolyn also mentioned that her lab is currently mandating the use of mask for all members and visitors.
- vii. Jeff mentioned that cloth masks are supposed to be provided by university to all workers and students. USW and CUPE will be handing 2 masks per worker.
- viii. Irene mentioned that there are some people that have medical conditions making it impossible to wear masks for them which we should be mindful of.
- ix. Carolyn asked if access to animal facility has been opened. Tina mentioned that it has been reopened but there is still an elevator issue to be resolved.

**Item of action: Tina to send an email to update everyone about the access to animal facility.**

**b. WHMIS stickers**

- i. Carolyn and Jeff have received and applied the WHMIS stickers. They prefer to have an EHS person to visit their labs and check if the labeling is in compliance.

**Item of action: Jeoff mentioned that Shiela from EHS is currently in charge of WHMIS labels and he will connect Jeff and Carolyn to her.**

**c. Co-Chair Management replacement**

- i. Carolyn mentioned that she is leaving her position in less than a month. Eligible people for the next co-chair from management are: Tina, Irene, Jeoff, Jack, Dave, and Paul.
- ii. **Item of action: New co-chair needs to be decided by the dean of the faculty by July as Carolyn is leaving. Carolyn will connect with the dean.**

**5. Meeting adjourned at 2:00 PM.**

**6. Next Meeting Date: Sept 15, 202 at 2:00 PM.**