



UNIVERSITY OF TORONTO

Faculty of Pharmacy Joint Health and Safety Committee Minutes

Date:	2023-03-10		
Time:	1:00 PM		
Location:	Virtual, [Campus], [Building], MS Teams		
Present	Name	Member Category	Building & Department
✓	Paul Grootendorst, Co-Chair	Faculty	Leslie L. Dan Pharmacy Building, 144 College Street, [Department]
✓	Zarko Zlicic, Co-Chair	USW 1998	Leslie L. Dan Pharmacy Building, 144 College Street, [Department]
✓	Azza Al-Mahrouki	Research Associate	Leslie L. Dan Pharmacy Building, 144 College Street, [Department]
✓	Samuel D'Alfonso	USW 1998	Leslie L. Dan Pharmacy Building, 144 College Street, [Department]
✓	David Dubins	Non-Union Admin - Management	Leslie L. Dan Pharmacy Building, 144 College Street, [Department]
✗	Tina Harvey-Kane*	Non-Union Admin - Management	Leslie L. Dan Pharmacy Building, 144 College Street, [Department]
✓	Jeffrey Henderson	Faculty	Leslie L. Dan Pharmacy Building, 144 College Street, [Department]
✓	Elizabeth Huynh*	Non-Union Admin - Management	215 Huron Street, EHS
✓	Tammy Taylor Deane	USW 1998	254/256 McCaul Street, [Department]
✓	Jack Uetrecht	Faculty	Leslie L. Dan Pharmacy Building, 144 College Street, [Department]
✓	Ashley Cheng	CUPE 3902, Unit 1	Leslie L. Dan Pharmacy Building, 144 College Street, [Department]
✗		N/A	N/A, [Department]
Guest (Name, Title, Department):			
<i>*Certified Member</i>			

Item	Agenda Item	Discussion	Follow-up/Action
1.0	Call to Order at 1:03pm. Welcome Azza!		
1.1	Approval of This Agenda	Approved.	
1.2	Approval of Minutes of Previous Meeting	Approved via Email on December 16, 2022.	
2.0	Items Arising from the Minutes and Responses	<p>Worker Member Certification The new worker member has volunteered to become the certified worker member for Faculty of Pharmacy JHSC. They have already started the process of getting fully certified. They have completed Part 1 of JHSC Certification training and has been contacted regarding Part 2.</p> <p>Committee Membership JHSC Manager sent another request for membership to USW. JHSC Manager has followed up regarding the request several times. No response has been received.</p>	<p>Completed.</p> <p>Cochairs will also follow up with USW. JHSC Manager will continue to follow up.</p>



		<p>HECMET Potential implementation of the new HECMET system has been in discussion at faculty of Pharmacy. Currently, there are no further updates regarding this item since the last meeting. A meeting is expected be scheduled later in the month. The worker member that participates in the meetings will provide updates when available.</p> <p>Health and Safety Audit A Health and Safety audit that was conducted at faculty of Pharmacy was discussed during the previous meeting. Responsibility for training students was discussed during the meeting. No further gaps or problems was found during the audit. No further updates.</p>	<p>Closed. The worker member that participates in the meetings will provide updates when available.</p> <p>Closed.</p>
3.0	Incident/Accident Review (Healthcare/Lost Time)	None	
4.0	Monthly Workplace Inspection		
4.1	Completed Inspections and Findings	<p>Since the last meeting, the following spaces were inspected:</p> <ul style="list-style-type: none"> - November: Leslie Dan Faculty of Pharmacy, Rooms 1012, 1028, 1030, 1040, & 1050 - January: 254/256 McCaul Street, 4th Floor - February: Report to be submitted <p>Friendly reminder that part of your workplace is required to be inspected each month such that all workplaces that falls under Faculty of Pharmacy JHSC is inspected by the end of the year. This includes offices, hallways, lab personnel rooms, common areas, etc.</p> <p>Major items noted:</p> <ul style="list-style-type: none"> - N/A 	<p>Area supervisor informed of any hazards noted during the inspection. Faculty of Pharmacy is doing well regarding Health and Safety. Issues are addressed promptly.</p>
4.2	Upcoming Inspections	<p>You can find an up-to-date 2023 schedule in the excel sheet linked below. You can also find the excel on the JHSC SharePoint in the Faculty of Pharmacy folders.</p> <p>Workplace Inspection Tracker.xlsx</p>	
5.0	Policy or Program Updates/Education	<p>JHSC Newsletter The JHSC is encouraged to review the newsletter as it contains important information and resources. Please provide/distribute the newsletter accordingly.</p> <p>For a list of previously sent newsletter: https://ehs.utoronto.ca/jhsc-newsletter/</p>	For info
6.0	New Items/Discussions	<p>Summer Safety Training Virtual Orientation and Safety Training has been scheduled for May 1, 2023.</p>	
7.0	Next Meeting	June 2023, TBD	
8.0	Closure of Agenda		



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Resources:

[EHS JHSC Listing and Resources](#)

[JHSC Agenda Template](#)

[JHSC Minutes Template](#)

[JHSC Workplace Inspection Template](#)

[JHSC CUPE3902 Unit 1 and Unit 3 Pay Request Form](#)

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