

Faculty of Pharmacy Joint Health and Safety Committee <u>Minutes</u>						
Date:	2023-06-15					
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]			
✓	Laura Warman	USW 1998	Leslie L. Dan Pharmacy Building, 144 College Street, [Department]			
✓	Kate Leuschen	USW 1998	Leslie L. Dan Pharmacy Building, 144 College Street, [Department]			
✓	Adam Tarzwell	USW 1998	Leslie L. Dan Pharmacy Building, 144 College Street, [Department]			
Guest (Name, Title, Department):						
*Certified Member						

Item	Agenda Item	Discussion	Follow-up/Action
1.0	Call to Order at 11:03am. Welcome Laura, Kate, and Adam!		
1.1	Approval of This Agenda	Approved.	
1.2	Approval of Minutes of Previous Meeting	Approved via Email on March 24, 2023.	
2.0	Items Arising from the Minutes and Responses	Committee Membership Three new worker members have been added to the JHSC. Currently, the committee does not feel that we need to continue to request for more members. The JHSC will continue to let their coworkers and colleagues know about joining the JHSC, and anyone interested can contact their union representative or let the cochairs/JHSC manager know.	Closed.



Inspections and Findings - March: Leslie L. Dan Pharmacy Building, B2, B3, 9 th , and 10 th Floor - April: Inspection was done, report will be sent by Worker Co-Chair - May: Leslie L. Dan Pharmacy Building, 7 th Floor Friendly reminder that part of your workplace is required to be inspected each month such that all workplaces that falls under Faculty of Pharmacy is doing well regarding Health and Stasues are addressed promptly. 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. The Management Co-chair has begun to create a workplace inspection information package to better inform and assist different JHSC members in conducting inspections around the different kinds of Faculty of Pharmacy spaces. Major items noted: - N/A 10 Upcoming Inspections 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. Liadion Nameworded National conditions around the pharmacy folders. Liadion Nameworded National conditions around the pharmacy folders. Liadion Nameworded National conditions around the pharmacy folders. Liadion National conditions around the pharmacy folders. Liadion National conditions around flow for the pharmacy folders. National follows National conditions around flow follows fo		AND				
### Review (Healthcare/Lost Time) 4.0 Monthly Workplace Inspection #### Completed Inspections and Findings - March: Leslie L. Dan Pharmacy Building, B2, B3, 9th, and 10th Floor - April: Inspection was done, report will be sent by Worker Co-Chair - May: Leslie L. Dan Pharmacy Building, 7th Floor 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. The Management Co-chair has begun to create a workplace inspection information package to better inform and assist different JHSC members in conducting inspections around the different kinds of Faculty of Pharmacy spaces. Major items noted: - N/A 4.2 Upcoming Inspections 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.						
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Updates/Education The JHSC is encouraged to review the newsletter as it contains important information and resources. Please provide/distribute the newsletter accordingly. For a list of previously sent newsletter: https://ehs.utoronto.ca/jhsc-newsletter/ Training Policies – What is Required?	Updates/Educat	The JHSC is encouraged to review the newsletter as it contains important information and resources. Please provide/distribute the newsletter accordingly. For a list of previously sent newsletter: https://ehs.utoronto.ca/jhsc-newsletter/				



		EHS900 has been a general requirement for all students at Faculty of Pharmacy. However, not all students conduct work in a wet lab that would require the training to enter/use the space. Geoff has informed on of the worker members that if the students does not/will not conduct work in the wet lab, they are not required to take the EHS900 training. For work outside of University of Toronto (for example at a hospital), required training would be provided by the place of work. The JHSC discussed removing EHS 900 from the training requirements for students that do not do work in a wet lab, and agreed that it should be removed.		
6.0	New Items/Discussions	JHSC Manager informed the JHSC that EHS will be conducting its annual H&S Board Audit/Update. The Worker Co-Chair informed the JHSC that the planned renovations will be affecting the 1st Floor H&S board. The renovations will demolish the wall that the H&S board is currently located. There is another wall by the bathrooms that is available to put the board on. However, as there are other boards located on 6th and 10th floors that are accessible by all workers during regular work hours, removing the board or temporarily being without the board on the 1st floor is also acceptable.	Ongoing	
		Worker Co-Chair The JHSC will be in need of a new worker co-chair in the future, as the current worker co-chair is planning to retire in the near future. If anyone is interested, please contact the Co-Chairs and JHSC Manager.	Ongoing	
7.0	Next Meeting	September 2023, TBD		
8.0	Closure of Agenda			

Approved Via Email by Zarko Zlicic	6/27/2023	Approved Via Email by Paul Grootendorst 6/27/2023
Worker Co-Chair Approval	Date	Management Co-Chair Approval Date
Resources:		Distribution of the Minutes:
EHS JHSC Listing and Resources		Responsible Line Manager
JHSC Agenda Template		Department Heads
JHSC Minutes Template		Health and Safety Boards
JHSC Workplace Inspection Template		EHS JHSC (ehs.jhsc@utoronto.ca)
JHSC CUPE3902 Unit 1 and Unit 3 Pay Request Form		JHSC SharePoint