



Faculty of Pharmacy Joint Health and Safety Committee
Minutes

Date:	2023-09-08		
Time:	10:00 AM		
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):			
<i>*Certified Member</i>			

Item	Agenda Item	Discussion	Follow-up/Action
1.0	Call to Order at 10:06am.		
1.1	Approval of This Agenda	Approved.	
1.2	Approval of Minutes of Previous Meeting	Approved via Email on July 4, 2023.	
2.0	Items Arising from the Minutes and Responses	<p>2023 H&S Board Audit/Update</p> <p>The decision was made to remove the 1st Floor H&S board for now. Another board may be added once renovations are complete. The 6th and 10th Floor H&S boards are available and accessible for all workers within the Faculty of Pharmacy building. Both boards have been updated.</p>	Closed.



		<p>Worker Co-Chair</p> <p>The JHSC will need a new worker co-chair, as the current worker co-chair is planning to retire in the near future. If anyone is interested or has any questions about the responsibilities of the worker co-chair, please contact the Co-Chairs and JHSC Manager.</p>	Ongoing.																										
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"> - June: Leslie L. Dan Pharmacy Building, 10th Floor lab spaces - July: No inspection submitted. - August: Leslie L. Dan Pharmacy Building, 2nd, 3rd, 11th, and 12th Floor, Common Areas <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 	Area supervisor informed of any hazards noted during the inspection. Faculty of Pharmacy is doing well regarding Health and Safety. Issues are addressed promptly.																										
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> <table border="1"> <thead> <tr> <th>Location</th> <th>Areas Inspected</th> </tr> </thead> <tbody> <tr> <td>B2, B3, 9 and 10th floor offices and common areas</td> <td>All stairs and corridors in areas, B220, B222, & B250V, 901, 902, 903, 904, 905, 906, 907, 923, 926, 1000, 1001, 1002, 1003, 1004, 1005, 1006, 1007, 1021, 1037, 1049</td> </tr> <tr> <td>B1, and 1st Floor</td> <td>All stairs and corridors in areas, B125, B126, B128, B130, B132, B142, B150V, 120, 130, 130A, 141, 142, 144, 150, 150A, & 150V</td> </tr> <tr> <td>2nd, 3rd Floors 11 and 12th floor common areas and offices</td> <td>All stairs and corridors in areas, 210, 220, 245, 255, 310, 330, 330V, 332, 332A, 335, 345, 350, 1100, 1101, 1102, 1103, 1104, 1105, 1106, 1107, 1126, 1149, 1200, 1201, 1202, 1203, 1204, 1205, 1206, 1210, 1216, 1221</td> </tr> <tr> <td>4th and 5th Floors</td> <td>All stairs and corridors in areas, 410, 412, 414, 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5.0	Policy or Program Updates/Education	<p>JHSC Newsletter</p> <p>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	Naloxone Training and Program	For info.																										



UNIVERSITY OF TORONTO

		Discovery Pharmacy provides Naloxone kit training. They have been working with EHS regarding Naloxone kit training and programming at University of Toronto. Currently, they are working on wording regarding training at Discovery Pharmacy to provide to faculty and staff at the University.	
7.0	Next Meeting	December 2023, TBD	
8.0	Closure of Agenda		

Approved Via Email by Zarko Zlicic 9/15/2023		Approved Via Email by Paul Grootendorst 9/14/2023	
Worker Co-Chair Approval	Date	Management Co-Chair Approval	Date
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		Distribution of the Minutes: Responsible Line Manager Department Heads Health and Safety Boards EHS JHSC (ehs.jhsc@utoronto.ca) JHSC SharePoint	