



Faculty of Pharmacy Joint Health and Safety Committee
Minutes

Date:	2024-09-24		
Time:	10:00 AM		
Location:	Virtual, [Campus], [Building], MS Teams		
Present	Name	Member Category	Building & Department
*	TBA, Co-Chair	Faculty	Leslie L. Dan Pharmacy Building, 144 College Street, [Department]
✓	Azza Al-Mahrouki*, Co-Chair	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]
✓	Ethan Lo*	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]
✓	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]
✓	Michelle Lee	USW 1998	Leslie L. Dan Pharmacy Building, 144 College Street, [Department]
✓	Nirmal Goonewardena	USW 1998	Leslie L. Dan Pharmacy Building, 144 College Street, [Department]
Guest (Name, Title, Department): N/A			
*Certified Member			

Item	Agenda Item	Discussion	Follow-up/Action
1.0	Call to Order at 10:04		
1.1	Approval of This Agenda	Approved	
1.2	Approval of Minutes of Previous Meeting	Approved	
2.0	Items Arising from the Minutes and Responses	<p>First Aid Kits Worker member informed this is no longer a concerned because there are enough first aid kits on each floor. The issue was limited to the enclosed space in the pharmacy, but it has since been resolved.</p> <p>Intermittent High Pitch Noises on the 4th Floor Worker member informed the noise has been quieter over the summer, but the noise started again about four weeks</p>	<p>Closed</p> <p>Ongoing</p>



		ago when school resumed. Utilities were informed, and the control technician is investigating the issue as of September 24 th .	
3.0	Incident/Accident Review (Healthcare/Lost Time)	In July, an incident occurred with an individual with a personal medical condition, unrelated to work, and was reported. There was no healthcare or lost time associated with the incident.	
4.0	Monthly Workplace Inspection		
4.1	Completed Inspections and Findings	<p>Per the workplace inspection tracker, the inspections are conducted as per schedule; it has been a team effort from the worker members, the co-chair worker thanked everyone, and the findings have been flagged for the area manager.</p> <p>Findings:</p> <ul style="list-style-type: none"> - In mid-July, mould was discovered in cold room 926. The issue has been addressed and resolved. - There was a leak between 1206 and 1205 on the 12th floor. Tina has handled the situation, and both the staff and property management are aware. <p>The completed inspection reports can be found in the Faculty of Pharmacy JHSC SharePoint folders, accessible to all members to this committee.</p>	
4.2	Upcoming Inspections	EHS informed that monthly inspections are required, even though the workplace inspection tracker indicated all areas have been inspected. EHS will follow-up with cochair worker for the period of September through December on what areas will be conducted.	Cochair Worker / EHS
5.0	Policy or Program Updates/Education	<p>JHSC Newsletter</p> <p>Health & Safety Board Locations Map (a new item in September 9th's JHSC Newsletter)</p> <ul style="list-style-type: none"> • As EHS continue our process improvement to support the JHSCs across the University (St. George, UTSC, & UTM), we created a new health and safety board location map. This map includes the locations of over 200+ health and safety boards, along with photos (<i>if one is available</i>) to provide context for their exact placement. This map is in alignment with our current JHSC H&S Board Listing and EHS will continue to conduct annual audits of the health & safety boards across the tri-campuses. A reminder that JHSCs are responsible for updating their respective board(s) throughout the year. <p>For a list of previously sent newsletter: https://ehs.utoronto.ca/jhsc-newsletter/</p>	Ongoing
6.0	New Items/Discussions	<p>Appointing Co-Chair Management</p> <p>Tara Snyder has been informed that the Faculty of Pharmacy needs to appoint a new management co-chair for this committee.</p>	Cochair Worker / EHS



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		<p>JHSC Information – Faculty of Pharmacy The co-chair worker informed the committee that the JHSC page on the Faculty of Pharmacy website has been fully edited and updated; separate to the Faculty of Pharmacy JHSC SharePoint.</p> <p>Training A worker member reported that all 42 individuals/students have completed the training and successfully passed. This is for information only</p>	<p>Info Only</p> <p>Info Only</p>
7.0	Next Meeting	Later November/early December, Virtual (Teams)	
8.0	Closure of Agenda at 10:24		

Azza Al-Mahrouki	9/24/2024	TBA	9/24/2024
Worker Co-Chair Approval		Management Co-Chair Approval	
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	