



# Joint Health & Safety Committee

Monthly Meeting Minutes

December 7, 2023, TEAMS meeting | 10:00am-11:00pm

## Committee Members

Management representative	Present	Absent
Lance Straun (Co-Chair)	X	
Dana Seguin	X	
Patrick Navarro		X
Worker representative	Present	Absent
Gerald Grison (Co-Chair) - OCADFA	X	
Heather Evelyn - OPSEU Local 576, Unit 1	X	
Melissa Bleeker – OPSEU Local 576, Unit 2	X	
Tredegar Kennedy - OCADFA		X
Kate Sellen – OCADFA	X	
Winna Tse OPSEU Local 576, Unit 1	X	
Stephanie Bailey OPSEU Local 576, Unit 1	X	
Kunal Kumar OPSEU Local 576, Unit 1	X	
Kelvin Acheampong OPSEU Local 576, Unit 1	X	

## Guests in attendance

Kaye Ferrer – EHS Advisor
Michelle Jelsma – EHS Coordinator
Shazia Hussain – Employee & Wellness Specialist
Jessica Smith – HR Assistant
Louis Toromoreno – Director Safety, Security & Campus Operations
Katie Browning – Guest Speaker

Next Meeting	Location	Time
January 24, 2024	TEAMS Meeting	10:00am

Approved By:

~~Lance Straun~~ Digitally signed by Lance Straun  
Date: 2024.01.16 10:58:54 -05'00'

Lance Straun

Management Co-Chair

Gerald Grison

Worker Co-Chair



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## 1. APPROVAL OF MEETING AGENDA & MINUTES

The meeting was called to order at 10:07 a.m. Minutes were distributed a week ago and the group took five (5) minutes to review them.

Motion: D. Seguin

Seconded: L. Straun

That the minutes of the JHSC meeting held on October 26, 2023 be approved as presented

## 2. ON-GOING BUSINESS

Item # 1	Introductions of new Co-Chair	Action by:
12-8-2023	<ul style="list-style-type: none"> <li>L. Toromoreno announced that L. Straun has been volunteered as the new Co-Chair representative for Management.</li> </ul>	L. Toromoreno

Item # 2	Workplace Inspections	Action by:
12-08-2023	<ul style="list-style-type: none"> <li>K. Ferrer explained that everyone except for one team had submitted their inspections.</li> <li>L. Straun noted that while on his inspection he noticed that the “emergency stop” buttons in a few of the studios need to be better labeled.</li> <li>M. Bleeker noted that a door in foundry has a bent frame, allowing silica to escape into the main space.</li> <li>Discussion ensued with respect to the requirement to have Exit signs posted above doors that lead to the exterior of the building but are not the primary exits.</li> </ul>	K. Ferrer

Item #3	Guest Speaker	Action by:
12-08-2023	<ul style="list-style-type: none"> <li>K. Browning spoke to the group about important aspects of the members of a Joint Health and Safety Committee. (Lens, Safe-Guard, Accountability)</li> </ul>	K. Browning



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### 3. STANDING BUSINESS

Item # 1	Accident/ Incident Reports	Action by:
12-08-2023	<p><b>JHSC discussed following incidents:</b></p> <ul style="list-style-type: none"> <li>• M. Jelsma detailed each medical, first aid and fire which occurred during the month of November. 5 items were mentioned to the group.</li> <li>• G. Grison inquired if a formal recommendation should be made, it was stated that one can be made if the University doesn't rectify an issue brought forth to the university.</li> <li>• A question arose regarding liability on city property near OCAD's property.</li> <li>• G. Grison requested that a better synopsis be given with the incidents and accidents at the next JHSC meeting. Discussion ensued with respect to knowing the details about an incident and confidentiality.</li> </ul>	M. Jelsma

Item # 2	Work Refusals	Action by:
12-08-2023	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	M. Jelsma

### 4. NEW BUSINESS

Item # 1		Action by:
12-08-2023	<ul style="list-style-type: none"> <li>• EHS thanked the members of the Board for their participation during 2023 and wished them the best over the holidays</li> </ul>	EHS

Next Meeting: TBD