



# Joint Health & Safety Committee

Monthly Meeting Minutes

February 29, 2024, TEAMS meeting | 10:00am-11:00pm

<b>Committee Members</b>		
<b>Management representative</b>	<b>Present</b>	<b>Absent</b>
Lance Straun (Co-Chair)	X	
Dana Seguin	X	
Patrick Navarro	X	
<b>Worker representative</b>	<b>Present</b>	<b>Absent</b>
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
<b>Guests in attendance</b>		
Kaye Ferrer – EHS Advisor		
Michelle Jelsma – EHS Coordinator		
Shazia Hussain – Employee & Wellness Specialist		
Jessica Smith – HR Assistant		
<b>Next Meeting</b>	<b>Location</b>	<b>Time</b>
	TEAMS Meeting	10:00am

Approved By: \_\_\_\_\_

**Lance Straun**  
Management Co-Chair

\_\_\_\_\_

**Gerald Grison**  
Worker Co-Chair

**1. APPROVAL OF MEETING AGENDA & MINUTES**



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The meeting was called to order at 10:06 a.m. Minutes were distributed a week ago and the group agreed that the minutes of the JHSC meeting held on December 7, 2023 would be approved offline.

### 2. ON-GOING BUSINESS

Item # 1	Introductions	Action by:
2-29-24	<ul style="list-style-type: none"> <li>L Straun Introduced himself to the group</li> </ul>	Kaye Ferrer

Item #2	Opening Inquiries	Action by:
2-29-24	<ul style="list-style-type: none"> <li>H. Evelyn inquired about the Instillation Canvas Course and the working alone policy.</li> <li>D. Sequin notes the update with the repairs to the walls on campus and thanked those who submitted locations.</li> <li>T. Kennedy spoke about students having more education from faculty and staff on safety measures within the studios and spoke about the overcrowding within the studios. They spoke about having all students trained on whims and there being some sort of passport or way to monitor that students have completed the necessary training. There was also conversation about PPE within the Shops, lessons on product usage and safety, and better overall signage.</li> <li>G. Grisson thanked SS&amp;CO for the emergency first aid and CPR course for the technicians.</li> <li>S. Baliey requested first aid kits to be installed in MCA 665 and MCC 430.</li> </ul>	Kaye Ferrer

### 3. STANDING BUSINESS

Item # 1	Accident/ Incident Reports	Action by:
2-29-24	<p><b>JHSC discussed following incidents:</b></p> <ul style="list-style-type: none"> <li>M. Jelsma detailed each medical and first aid which occurred during the month of January. Nine (9) incidents were mentioned to the group.</li> </ul>	Michelle Jelsma

Item # 2	Work Refusals	Action by:
2-29-24	<ul style="list-style-type: none"> <li>N/A</li> </ul>	Michelle Jelsma



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Item # 3	Workplace Inspections	Action by:
2-29-24	<ul style="list-style-type: none"> <li>M. Jelsma and K. Ferrer reminded members to complete their second round of inspections as scheduled. EHS to forward schedule to D. Sequin and H. Evelyn.</li> </ul>	Michelle Jelsma

## 4. NEW BUSINESS

Item # 1	Contractor Safety	Action by:
2-29-24	<ul style="list-style-type: none"> <li>It was announced that an announcement for the AGO Loading Dock Construction will be sent out on March 18th for April 8<sup>th</sup>. A discussion ensued with respect to safety related to the Renovation contractors.</li> </ul>	Kaye Ferrer

Item # 2	Grad Ex Walkthrough	Action by:
2-29-24	<ul style="list-style-type: none"> <li>K. Ferrer reviewed the procedure around inspecting grad ex projects on the Monday and Wednesday leading up to the event. It was noted that Pat, Stephanie, Heather, and Lance would be available on the Monday from 1-3 p.m. and that Gerald, Kunnal and Tredegar would be available on the Wednesday from 9-11 a.m. It was unclear if there will be work at the waterfront and an additional team may be required to review that work.</li> </ul>	Kaye Ferrer

The meeting concluded at 10:55 a.m.