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COMITÉ FONCTIONNEL DE LA SANTÉ ET DE LA SÉCURITÉ AU BUREAU FUNCTIONAL HEALTH AND SAFETY COMMITTEE FOR OFFICE

March 8, 2021; 13h30; TEAMS

Representation	Name	Initial	Email
Deans or directors from all areas (2)	Pierre Thibault	X	pierre.thibault@uOttawa.ca
	Marc Albert	X	malbert@uOttawa.ca
APUO (3)	Alexandra Gregory	X	agregory@uOttawa.ca
	Agnieszka Szczotka	X	agnieszka.szczotka@uottawa.ca
	Vacant	-	N/A
APTPUO (2)	Keith McCuaig	X	kmccuaig@uottawa.ca
	Sheri Zhang	X	senquanzhang@hotmail.com
CUPE, local 2626 (3)	Radamis Zaky	X	rhany@uottawa.ca
	Farzaneh Davarzani	X	fdava018@uottawa.ca
	Suttinee Poolsup	X	spool093@uottawa.ca
	Seema Shafei	O	
PIPSC (2)	Thomas Hayes	X	thayes@uOttawa.ca
	Vacant	-	N/A
OSSTF (3)	Alain Léger	X	alege2@uottawa.ca
	Elizabeth Campbell-Brown	X	elizabeth.campbell@uottawa.ca
	Vacant (Alp Oran)	-	N/A
Non-unionized group (1)	Vacant	-	N/A
Non-voting undergraduate student (1)	Vacant	-	N/A
Resource Persons			
Office of Risk Management	Graham Nelson	X	gnelson@uottawa.ca
JHSC Inspector	Vacant	-	blitz@uottawa.ca

X – attended

O – observer

Co-Chairs

Management: Pierre Thibault

Worker: Sheri Zhang

Meeting Chairperson

Pierre Thibault

Secretary

Vacant



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Minutes

- **Member introduction**

Members introduced themselves to the committee.

One member from CUPE was recorded as observer in the attendance (O) for this meeting. No objections were raised from members.

- **Committee Structure Overview**

A brief presentation was presented summarizing the committee structure. Administrative items were also conducted:

- Election of worker co-chair – worker members elected Sheri Zhang.
- Worker member to investigate accidents/incidents – Alexandra Gregory.
- Secretary – deferred.
- Resource personnel (above).

- **Approval of agenda**

The agenda was approved unanimously.

- **Approval of the minutes from December 7, 2020**

The minutes of December 7, 2020 were moved for approval by Alain Léger, seconded by Elizabeth Campbell-Brown; approved unanimously.

- **Matters arising from the minutes of December 7, 2020**

- Library donations and potentially impacted materials
Due to the pandemic, little has moved on this front. Item will be deferred. Members agreed the item should remain on the agenda. It was reported that the donation program was suspended until the end of 2020 and possibly to the end of 2021 as public health measures continue. Item status will be revisited at the next meeting.

- **Critical injury / accident / incident / occupational illness reports**

Worker member presented a summary of incidents.

- i. Many minor leaks reported across campus as part of infrastructure inspections, which were reported and treated.
- ii. A injury to an office worker in the parking garage of the Annexe residence, where the worker was struck by a vehicle. Individuals were believed to be smoking marijuana in a vehicle inside the garage. As the worker approached, the vehicle sped away. The worker – using a pedestrian shortcut to the garage

ramp, attempted to intercept and stop the vehicle by standing in front of its path. The worker was brushed with the vehicle at approx. 5 km/h, then was struck as the car sped up the ramp. The worker sustained minor injuries and was able to take a photo of the licence plate. Recommendations included better security (camera) and access controls as well as intervention procedures for the work unit.

- iii. An occupational illness for COVID-19 was reported to the MOLTSD. The report was made due to the submission of a claim of occupational illness to the WSIB. It was not clear if the exposure occurred on campus; however, the supervisor of the worker reported strict adherence to infection prevention and control practices. No follow-up from MOLTSD as of the date of the committee.

In the interest of time, the statistical report of accidents/incidents will be shared with the committee following the meeting.

- **University Joint Occupational Health and Safety Committee**

A worker member provided a brief update from the last meeting of January 2021, which consisted primarily of updated measures related to COVID-19. The university has targeted a return of 30-50% for the fall, pending public health restrictions. Major items related to COVID-19 are communicated through official channels. Resources for domestic violence also discussed given the number of people working at home. Available on the Health and Wellness site.

- **Inspections**

Due to the pandemic, inspections continue by Facility Managers as well as Health, Safety and Risk Managers. No percentage update was available.

- **Upcoming training sessions** (fees may apply - <https://web47.uottawa.ca/en/lrs>)

Due to public health measures, in-person offerings are limited. Workshops (including online workshops) are posted at the weblink above.

The “Ergo on the go” workshop was previously circulated to members.

- **Other / New Business**

- A brief discussion on certified member ensued. Process explained on how a member can express their interest in becoming a certified member.
- The meeting schedule for 2021 was tentatively agreed to, with proposed dates below. All meetings are Mondays at 13h30 and will be scheduled as virtual meetings, unless deemed otherwise. Meetings are required at minimum every 3 months.
 - i. **May 31**
 - ii. **August 30**



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iii. **November 29**

Meeting concluded. Adjourned at 2:29 pm.

Signatures

A handwritten signature in cursive script that reads "Sheri".

March 9, 2021

Worker Co-Chair: _____ Date: _____

Sheri Zhang

A handwritten signature in cursive script that reads "Pierre".

March 9, 2021

Management Co-Chair: _____ Date: _____

Pierre Thibault