



**Le Comité Mixte Universitaire sur la Santé et la Sécurité au Travail (CMUSST)
The University Joint Occupational Health and Safety Committee (UJOHSC)**

Procès-Verbal / Minutes

July 7, 2021; 10h00; TEAMS

Committee members	Names	Attendance
Vice-President, Resources (or delegate)	Karina Adam	X
Vice-President, Research (or delegate)	Terry Campbell	X
Vice-President, Academic & Provost (or delegate)	Réné Houle	X
APUO	Evan Sterling	X
APUO	Alexandra Gregory	X
APTPUO	Esther Senneville	X
APTPUO	Omer Livvarcin	-
IUOE, 772A	Vacant	-
IUOE, 772B	Marcel Gagnon	-
OSSTF	Scott Dick	X
OSSTF	Alp Oran (for Gabriel Ramsay)	X
CUPE, 2626	Seema Shafei	-
CUPE, 2626	Agnes Bezerra	X
CUPE, lifeguards	Vacant	-
PIPSC	Alain Le Hénaff	X
Non-unionized group	Vacant	-
JHSC Inspector (non-voting)	Robert (Bob) Atkinson	X
Resource Persons		
Rep. Deans	Silvana Gandolfini	X
Rep. Deans	Paul Bélanger	X
Rep. Directors	Chantal Sabourin	X
Rep. Directors	Lynn-Marie McCarthy	X
Health and Wellness	Marie Parish	X
Office of Human Rights	Noël Badiou	X
Office of Risk Management	Michael Histed	-
Office of Risk Management	Graham Nelson	X
Invitees		
OPSEU	Ryan Perez Hernandez	X
Certified Members		
Workers	Scott Dick and Alexandra Gregory	
Management	Nada Nagy (in progress), Marie Parish	

Chairperson: Karina Adam

X – Attended

Secretary: Vacant – minutes prepared by Graham Nelson

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1. Approval of agenda

Additions to the agenda – job specific training. The agenda was moved for approval by Alain Le Hénaff, seconded by Scott Dick; approved unanimously.

2. Approval of the minutes from May 12, 2021

The minutes were moved for approval by Alain Le Hénaff, seconded by Noël Badiou; approved unanimously.

3. Matters Arising from the May 12, 2021

- Terms of Reference
 - i. CUPE 2626-03 – Community Advisors. Members approved a representative from CUPE 2626-03 attend the UJOHSC, Office and Psychological committees as a non-voting member until the terms of reference are approved. A track changes version was provided to the committee in advance of the meeting. Feedback requested on changes by July 30, 2021. **ACTION – ORM to liaise and coordinate with committees. Members to provide feedback on terms of reference.**
 - ii. Committee secretary – No volunteers; ORM will continue to provide support.
- Documentation
 - i. Management system – comments being assessed and implemented (target – fall 2021).
 - ii. Workplace violence program – comments incorporated, being translated (target – end of summer 2021).

4. COVID-19

In absence of Mike Histed, a brief update was provided by Graham Nelson.

- i. Ontario in Step 2 of reopening.
- ii. Vaccination clinic open at Minto Sports Complex, operated by Ottawa Public Health. Clinic is operating at ~95% capacity and administering ~2,000 doses/day. Need being regularly assessed. Currently no mandatory vaccination, but highly encouraged.
- iii. Concerns from members related to gradual return to work, including accommodations, work schedule flexibility, policy for working remotely. uOttawa issued survey, which identified high workload as a large concern from workers. uOttawa assessing data and developing plans.
- iv. Concern from a member about workers potentially being asked to enforce vaccination rules or other Covid rules, stating that Protection Services does not feel equipped for that role. Members also expressed the need for decisions about any vaccination requirements to be communicated in advance of September
- v. Concern from members related to ventilation, filtration. uOttawa following ASHRAE guidelines; however, members would like additional specification (including use of portable filtration units).

ACTION – Request for information to be developed by subgroup of workers and sent on behalf of committee to Facilities.

- vi. Faculties/Services continuing to develop/amend their return-to-campus plans with the CRTF. Committee requested to view individual faculty/service plans. **ACTION – to be brought forward to CRTF (HR/ORM).**

5. Critical Injury / Occupational Illness Report

No critical injuries or occupational illnesses to report since last meeting.

No visits or inspections from the Ministry of Labour, Training and Skills Development since last meeting.

6. Inspections

A summary of the inspections conducted to date was presented (as of June 22, 2021): Academic Hall (98%), SITE (90%), CBY (80%), STEM (15%), ARC (20%), BIO (2%) with current attention in DRO and GNN. A 'top 10' was presented of the common hazards (leaning items, light, floors used as shelving spaces). A member raised a follow-up question about PPE use in labs, which will require review of the existing program. **ACTION – ORM to review program and circle back to the committee. Interim communication to follow to HSRMs for distribution within their faculties.**

7. Functional Health and Safety Committee Minutes

- Office – [May 5, 2021](#) (next – August 30, 2021) – no significant matters to discuss.
- Laboratory – [May 5, 2021](#) (next August 11, 2021) – no significant matters to discuss.
- Facilities/Protection – [April 15, 2021](#), June 17, 2021 (next September 9, 2021) – no significant matters to discuss.
- Alta Vista – [April 26, 2021](#), June 17, 2021 (next September 7, 2021) – no significant matters to discuss.
- Psychological – April 20, 2021, June 15, 2021 (next September 8, 2021) – presentation from Betsy Kristianson well received.

8. New Business

- Roles and Responsibilities
 - i. [Draft training content](#) available for review. Members encouraged to provide feedback by July 30, 2021.
- Hazard reporting procedure
 - i. Updated framework to report hazards; limited changes from previous version. Members encouraged to provide feedback by July 30, 2021.
- Certified members
 - i. Marie Parish will serve as management certified member.
- Job-specific training tool
 - i. An [interview-type tool](#) has been developed to assist workers and supervisors identify job-specific training that they may require. The tool is not exhaustive and the results should



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be reviewed jointly by the worker and supervisor. Members encouraged to provide feedback by July 30, 2021.

Next meetings (all from 10h00 to 12h00)

September 22, 2021

November 24, 2021

February 23, 2022

April 20, 2022

June 16, 2022

Meeting concluded. Adjourned at 11h28.

Signatures

Worker Co-Chair: Evan Sterling Date: July 12, 2021
Evan Sterling (for Gabriel Ramsay)

Management Co-Chair: Karina Adam Date: 2021-07-12
Karina Adam