

**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**

**September 22, 2021; 10h00; TEAMS**

<b>Committee members</b>	<b>Names</b>	<b>Attendance</b>
Vice-President, Resources (or delegate)	Karina Adam	-
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	Vacant	-
OSSTF	Scott Dick	X
OSSTF	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
<b>Resource Persons</b>		
Rep. Deans	Silvana Gandolfini	X
Rep. Deans	Paul Bélanger	X
Rep. Directors	Chantal Sabourin	-
Rep. Directors	Lynn-Marie McCarthy	-
Health and Wellness	Marie Parish	X
Office of Human Rights	Noël Badiou	-
Office of Risk Management	Carolina de Moura	X
Office of Risk Management	Graham Nelson	X
<b>Invitees</b>		
OPSEU	Ryan Perez Hernandez	X
CUPE 2626-03	Amelie Mignacca	X
COVID-19 Special Advisor	Michael Histed	X
<b>Certified Members</b>		
Workers	Scott Dick and Alexandra Gregory	
Management	Nada Nagy (in progress), Marie Parish	

**Chairperson:** Gabriel Ramsay; **Secretary:** Vacant – minutes prepared by Graham Nelson      X – Attended

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**1. Roundtable**

Members introduced themselves.

**2. Approval of agenda**

The agenda was moved for approval by Marie Parish, seconded by Alain Le Hénaff; approved unanimously.

**3. Approval of the minutes from July 7, 2021**

The minutes were moved for approval by Scott Dick, seconded by Gabriel Ramsay; approved unanimously.

**4. Matters Arising from the July 7, 2021**

- Terms of Reference
  - i. No comments were provided. The revised terms of reference will be sent to union executives for their approval. Management will sign and then send to the Ministry of Labour, Training and Skills Development **ACTION – ORM to liaise and coordinate with union executives.**
- Documentation
  - i. Management system – comments incorporated. Document was split into two, with a management system framework and OHS program. Finalization underway.
  - ii. Workplace violence program – complete and posted.
  - iii. Injury, Illness and Incident reporting – complete and posted.
- Roles and Responsibilities training
  - i. Content finalized and is being uploaded to training pages. Soft launch projected by October 15 in the faculties of Science, Medicine and Engineering. Will be presented in similar fashion as other health and safety training.

**5. COVID-19**

Brief update on COVID-19:

- i. Follow-up from committee's request for information:
  - Ventilation meeting ASHRAE standards.
  - Individual faculty/service plans are provided via the faculty/service.
- ii. Discussion on mandatory vaccination – student process is centralized through Registrar. Therefore all students participating to on-campus/in-person classes have had their vaccination assessment completed by the Registrar office eliminating the need for professors and staff to verify student status. Accommodations being assessed based on documentation provided, with rapid testing. Accommodations are rare. There is no active policing of this measure; however, the vaccine

passport has recently come into effect with verifications needed at affected locales (e.g., pool, gyms, restaurants (except food court), etc.).

- iii. Discussion on ventilation / filtering – a document on ventilation from the CRTF will be shared with the committee. Discussion surrounding CO<sub>2</sub> monitors and their indication of airflow. Proposal to invite Facilities to the next meeting to discuss ventilation.
- iv. Discussion on distancing having technically been eliminated; however, measures are still being applied to the extent possible to layer levels of protection; university reassessing for winter term.
- v. Discussion on situation if/when there is non-compliance. It is not Protection Services's role to physical remove student. An outline was presented of the general procedure, including the professor or supervisor first attempting to de-escalate, explaining the breach in provincial mandate. If refusal continues, Protection will attend with student ambassadors to assist in de-escalation. The professor may choose to move the class/student online. Matter is escalated to Dean/registrar. A detailed procedure document was requested by the committee for review.
- vi. Discussion on process for a student testing positive – Ottawa Public Health with assistance from uOttawa determine high-risk contacts and instruction provided. If not high-risk, notification is not provided for privacy purposes.
- vii. Discussion on observations to date – gatherings, distancing concerns and masking. Facility Managers and ambassador identifying and providing reports on problematic areas.
- viii. Discussion on level of cleaning and disinfection reduced as compared to early in the pandemic. Larger focus on aerosol transmission.

#### 6. Critical Injury / Occupational Illness Report

Two occupational illnesses were reported since the last meeting. Two personnel tested positive for COVID-19 in August. OPH concluded their investigation as inconclusive as to source. Infection prevention and control measures were in place. No follow-up from the Ministry of Labour, Training and Skills Development since last meeting.

#### 7. Inspections

Bob Atkinson shared a presentation of inspection and findings. SITE, CBY, STEM, ARC, MRN, DRO, CRG, BIO, GNN and SMN are substantially complete, with MNO, HNN, MNN having been largely complete. Inspections have started in HMM, CRX and PRZ. A summary of common findings was also presented, with PPE, labelling and improper storage the most commonly identified hazards. A positive change was reported during inspection follow-ups. **ACTION – ORM to review program and circle back to the committee. Interim communication to follow to HSRMs for distribution within their faculties.**

#### 8. Functional Health and Safety Committee Minutes

- Office – [August 16, 2021](#) – no significant matters to discuss.
- Laboratory – August 11, 2021 – no significant matters to discuss.
- Facilities/Protection – [June 17, 2021](#), September 23, 2021 – many syringe and drug paraphernalia recouped during the pandemic; efforts to address environmental design.
- Alta Vista – [June 17, 2021](#), September 17, 2021 – no significant matters to discuss.

- Psychological – [April 20, 2021](#), [June 15, 2021](#), [September 8, 2021](#) (next – November 17, 2021) – uOttawa pursuing Excellence Canada validation as part of mental health strategy. Validation in October.

**9. New Business**

- Workplace First Aid program was aligned to WSIB Safety Excellence framework. New kits and AEDs purchased. Deployment based on a building risk assessment, available as part of the program.
- Policy 77 and Procedure 14-1 was sent to members in advance of the meeting for review. Changes proposed bring the uOttawa documents more in line with the CSA Z45001 standard on occupational health and safety management systems.

**Next meetings (all from 10h00 to 12h00)**

November 24, 2021

February 23, 2022

April 20, 2022

June 16, 2022

Meeting concluded. Adjourned at 11h32.

**Signatures**

Worker Co-Chair:  
Gabriel Ramsay



Date:

28.09.2021

Management Co-Chair:

Date:

Terry Campbell (for Karina Adam)