



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

May 12, 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	Gabriel Ramsay	X
CUPE, 2626	Seema Shafei	X
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	X
Office of Risk Management	Céline Clément	X
Invitees		
Office of Risk Management	Graham Nelson	X
OPSEU	Ryan Perez-Hernandez	X
Certified Members		
Workers	Scott Dick and Alexandra Gregory	
Management	Nada Nagy (in progress)	

Chairperson: Gabriel Ramsay

X – Attended

Secretary: Vacant – minutes prepared by Graham Nelson



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1. Member introduction

Members approved the participation of invitees Graham Nelson (ORM) and Ryan Perez-Hernandez (OPSEU) as non-voting participants for this meeting.

2. Approval of agenda

Addition to the agenda – ORM office administrative update. The agenda was moved for approval by Karina Adam, seconded by Noël Badiou; approved unanimously.

3. Approval of the minutes from March 10, 2021

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

4. COVID-19

Mike Histed provided an update consisting of:

- i. Ontario remains under lockdown, with possible extension to June 2.
- ii. Reopening metrics and requirements remain to be established by the province; however, fewer than 1,000 cases threshold has been publically noted. Uncertain if the colour-coded framework will continue to be used.
- iii. AstraZeneca-Oxford vaccine cancelled as first dose; however will continue as a 2nd dose.
- iv. All faculties/services are working on reintegration plans to be submitted to the CRTF by May 31 for phased reintegration commencing June 21, pending continued successful and acceptable public health climate. Reintegration guidance plan provided to committee. University has engaged union presidents during a recent meeting of the CRTF. Members are invited and encouraged to submit feedback. Brief discussion on concern for individuals not following plan requirements – everyone is responsible to work together; further discussion at CRTF.
- v. Discussion on COVID-19 transmission routes (fomites less likely than aerosols) and mitigation measures, including the wearing of appropriate eyewear during necessary close contact, ventilation air changes, filters on central ventilation units (MERV13) and portable HEPA filters. Members were interested in additional information relative to the campus measures for the fall. The CRTF is meeting regularly and these items will be brought to their attention.
- vi. Discussion on work refusals, which will be investigated in accordance with the existing procedures under the Occupational Health and Safety Act.
- vii. Discussion on vaccinations:
 - uOttawa continuing discussions with Ottawa Public Health to open a vaccination clinic on campus, pending supply and logistics.
 - Vaccination strategy based on postal codes and age; currently, there are no special priorities for uOttawa workers at this time.

- Discussions ongoing relative to vaccine requirements, including requirements for refusal to accept. uOttawa continues to adapt to the changing public health landscape.

5. Matters arising from the minutes of March 10, 2021

- **Policies 66 (Violence Prevention) and 77 (Occupational Health and Safety)**
 - i. Policies went to CA and were approved, without changes.
- **Policy 18 (Workmen's Compensation)**
 - i. Policy went to CA and was abolished.
- **Updates - Statistics on accident, incident and occupational illness**
 - i. At the committee's request, an updated presentation was shared in advance of the meeting with the incidents involving sharps/syringes removed. No further discussion.
- **Training of Infection Prevention and Control from Public Services Health and Safety Association (PSHSA)**
 - i. A free training workshop from PSHSA was presented for feedback; a few comments received. The training is available through the [PSHSA learning portal](#).

6. Terms of Reference – UJOHSC Committee and its Implementation

- **Management Co-Chair**
 - i. Karina Adam appointed as management co-chair.
- **Secretary**
 - i. No decision made. Discussion will continue offline. ORM will continue to support the committee in taking the minutes for this meeting.
- **JHSC Supervisors**
 - i. Scott Dick and Alain Le Hénaff will continue as the functional supervisors of the JHSC Inspector.
- **Representation on the committee – current and proposed**
 - i. There are certain committees with member vacancies. Several attempts (including emails to local union presidents and official letters) have been made with respective union and management groups to ensure a full complement of members. Members were requested to bring this item back to their respective groups to ensure members are appointed where there are [vacancies](#).
 - ii. The Psychological Health and Safety Committee was designed as a balanced committee. Due to worker membership vacancies, there risks being a disparity between management and workers. A discussion ensued on how to manage this issue, with the result being that management members eligible to vote (as needed) will be identified at the start of each meeting in order to ensure at least 50% of the members present represent workers.
- **New Unions – Revision and Approval Process**
 - i. OPSEU, as a new union representing approximately 40-50 workers from various divisions within Protection Services, are looking to have representation on the UJOHSC, Psychological and Facilities/Protection functional committees. The terms of reference require updating and while no issues are foreseen, formal approval is required from

unions, management and the Ministry of Labour, Training and Skills Development. A motion was put forth to invite a member of OPSEU to these three committees during the terms of reference update process. The member would serve in a non-voting role until the approval of the updated terms of reference. The motion was moved for approval by Gabriel Ramsay, seconded by Alain Le Hénaff and approved unanimously.

7. Occupational Health and Safety Management System (OHSMS)

- A proposed framework of a management system for occupational health and safety was circulated to members in advance of the meeting. The OHSMS provides the structure to the university's health and safety framework and is inspired from the CSA Z45001 standard. Members were invited to submit feedback on the proposed framework to the Office of Risk Management by June 11.

8. Workplace Violence Program (interim)

- An updated, interim program was circulated to members in advance of the meeting. The program falls under policy 66 and is a requirement under the OHSA. The program consists of how the policy is implemented as well as a risk assessment. The program was presented to the Psychological Health and Safety Committee with some feedback received; however, given the institutional nature of the program, members are invited to submit feedback and approval of the interim program. The program will be reassessed following the COVID-19 measures.

9. MySafeWork Jersey of Courage Project

- A health and safety webinar was held on May 6. The uOttawa jersey of courage was also launched. Inspired by [MySafeWork](#), the jersey of courage is mobile safety charter to allow all workers to pledge their commitment to healthy and safe work practices by signing the jersey. Due to the public health measures, a digital social media filter was launched where members of the uOttawa community can take a selfie with a Gee Gee jersey and share to social media ([Facebook](#), [Instagram](#)). Future efforts will build on the team mentality and focus on the roles and responsibilities of everyone for a safe and healthy workplace.

10. Critical Injury / Occupational Illness Report

- **Harassment Order – March 2021**
 - i. The university complied with the two orders issued in March 2021. Procedure 36-2 was updated and an investigation appropriate in the circumstances was completed. The notice of compliance was signed, returned to the MLTSD and posted on health and safety bulletin boards. Matter closed.
- **Occupational Illness – April 2021**
 - i. The university reported a potential occupational illness to the MLTSD stemming from an allergic reaction to a worker from Facilities. Additional gloves (as specified in the SDS) were purchased and distributed to protect workers. The matter was investigated by the

MLTSD and the functional committee representative. No orders were issued; matter was closed.

11. Inspections

A summary of the inspections conducted to date was provided, including SMN (~98%), SITE (~85%) and CBY (~10%). The focus, as directed by the supervisors, are laboratory spaces south of Marie-Curie. Remaining spaces are being scheduled with facility managers. No major hazards observed; some common items were reported to include:

- i. Tripping / falling hazards;
- ii. Storage of flammables;
- iii. PPE usage in labs (e.g. no eye protection or lab coats worn).

12. Functional Health and Safety Committee Minutes

- Office Committee ([March 8, 2021](#); [May 5, 2021](#)) – no significant matters to discuss.
- Facilities and PS Committee ([January 28, 2021](#)) – no significant matters to discuss.
- Laboratory Committee ([February 10, 2021](#)) – no significant matters to discuss.
- Psychological Committee ([March 9, 2021](#)) – matters discussed above.
- Alta Vista ([April 26, 2021](#)) – first meeting; no significant matters to discuss.

13. New Business


- A member requested an update on the administrative changes at the Office of Risk Management. Mike Histed reported that after 33 years, Céline Clément was retiring. Graham Nelson will be fulfilling the role on an interim basis, with additional support being hired. Further, the hiring of a Chief Risk Officer overseeing various related services remains in progress. Mike Histed will be assisting in the transition and with COVID recovery until his retirement. For the committee, support from ORM will continue. Members thanked Céline for her commitment and dedication over the years and wished her well into her retirement.


Next meeting:

July 7, 2021

Meeting concluded. Adjourned at 12:00 pm.

Signatures

Worker Co-Chair:  Date: 2021-07-20
Gabriel Ramsay

Management Co-Chair:  Date: 2021-07-08
Karina Adam