

COMITÉ FONCTIONNEL DE LA SANTÉ ET DE LA SÉCURITÉ – IMMEDUBLES ET PROTECTION
FUNCTIONAL HEALTH AND SAFETY COMMITTEE – FACILITIES AND PROTECTION

24 Novembre, 2022; 10h00; Microsoft Teams

MEMBRES DU COMITÉ

une personne nommée par le Directeur exécutif des Immeubles comme son porte-parole	Jacques Nadeau	P
une personne nommée par le Directeur du Service de la protection comme son porte-parole	Nicholas Lavoie	P
une personne nommée par la section locale 772A de l'IUOML (IOUE)	Allan Hager	A
une personne nommée par la section locale 772B de l'IUOML (IOUE)	Frederic Desjardins	P
une personne nommée par l'APUO	Vacant	
une personne nommée par l'APTPUO	Gustavo Freire	P
un employé nommé par l'IPFPC (PIPSC)	Henryk Leminski	P
une personne nommée par le SCFP (CUPE), unité syndicale 2626	Heba Khalil	A
un employé élu représentant le groupe non syndiqué	Lorraine Devanthey	A
un employé élu représentant le groupe non syndiqué	Vacant	
Support staff University of Ottawa (SSUO), OSSTF	Annie Massé	A
Support staff University of Ottawa (SSUO), OSSTF	Zacharie Cadieux	P
Non-voting undergraduate student member (UOSU)	Babacar Faye	A
Agent de Santé et Sécurité des Immeubles, Opérations – Facilities Health and Safety Officer Operations	Martine Bergeron (Patrick Labrèche)	P
Agent de Santé et Sécurité des Immeubles, Construction – Facilities Health and Safety Officer Construction	Elisa Koene	P
Vice-recteur associé, Immeubles – Associate Vice President Facilities	Geoff Frigon	A
Bureau de la gestion du risque, Secteur santé et sécurité au travail	Robert Atkinson	P
Inspecteur, CUMSST	Paul Bussiere	P

Réunion présidée par : Zachary Cadieux
Secrétaire : Patrick Labrèche

A – Absent P – Présent

PROCÈS VERBAL / MINUTES

Also present as non-voting members OPSU:
Introduction Patrick Labrèche, Robert Atkinson

1. ADOPTION DE L'ORDRE DU JOUR

Adopted by Jacques Nadeau, seconded by Gustavo Freire

2. APPROBATION DU PROCÈS-VERBAL DE LA DERNIÈRE RÉUNION (15 Sept 2022)

Adopted by Jacques Nadeau , seconded by Gustavo Freire

3. AFFAIRE DÉCOULANT DE LA DERNIÈRE RÉUNION (15 Sept 2022)

- Covid 19
 - i. Nothing new to address, however, Covid cases have been on the rise but mask mandates have yet to be discussed. Masks should be worn as a preventative measure but nothing official is in the works. There are a lot of discussions about CO2 monitoring and requests to supply CO2 monitors. ASHRAE developed a Position Document on Indoor CO2 (provided in the chat). In summary, indoor CO2 concentrations do not provide an overall indication of indoor air quality (IAQ) as per ASHRAE, but they can be a useful tool in IAQ assessments if users understand the limitations in these applications. The ventilation systems have been altered throughout the campus to bring in as much fresh air inside the buildings as efficiently as possible with systems in place.
- 3 Year DSR ressamement
 - i. The assessment has been completed on the campus by the consultation firm McIntosh Perry. We are in the process of starting an RFP to hopefully find a firm to address the bad condition asbestos products that were identified through this survey. That being said, all of the bad-condition asbestos products that pose an imminent threat to safety and security have been encapsulated pending the renovations.

4. AFFAIRES COURANTES

- Critical injury/accident/incident / occupational illness reports (Bob Atkinson)
 - i. Unsecured sheets of plywood fell on employees' arm
 - ii. Patrol member on a bike had his key chain caught on the seat and fell from being unbalanced, ankle and shoulder injuries
 - iii. Panel of fume hood that fell on employees' hand which caused minor injuries
 - iv. Employee rode into a chain that was riding low in the parking lot injuring member on back, ribs, knees
 - v. Worker entered a construction zone and ceiling tile fell to the ground, near miss
 - vi. Worker slipped and fell on ice injuring his ankle
 - vii. Worker slipped and fell on a walkway
- The question was raised to see if all the committee was receiving the injury reports. There is a process to automate the system for it to send the weekly reports directly to all members. This will be put into action in the coming months.
- Inspections (Inspector: Paul Bussiere)
 - i. Facilities –
 - 1. 2022 – 92%
 - ii. University –
 - 1. 2022 – 98%

- a. Items at heights are the main concerns followed by shelving not being secured and ceiling tiles.
 - b. Facility manager response time has been 42% after the required 21 days and only 20% have been addressed within the 21 days.
 - c. JHSC inspector should be included in the bi-monthly IFM meeting to communicate the need for a quick response time and clarify the internal responsibility system.
 - d. The distinction was made between the inspections made by the JHSC inspector which includes all the occupied spaces whereas the Facilities inspector inspects all of the electrical/mechanical and cleaning rooms.
 - e. Roof areas should be included in the facility inspection. This inspection also needs to be clarified as roof anchors and lifelines are inspected yearly by our building envelope department.
- Rapport du comité Universitaire (review past meeting minutes – Bob Atkinson)
 - i. MOL news
 1. No updates at this moment.
 - ii. Terms of references
 1. Nothing to report as the meeting is to be held in early December and information will be made available during that time.
 - Training (Patrick)
 - i. Arc flash
 1. Course scheduled for November 28th 2022 and is given to 30 operation employees. The remainder of the operation employees targeted by this course will be trained early next year.
 - ii. Elevated work platform
 1. All 30 targeted employees that will make use of this elevating device have been trained. More training available as the need grows. Nothing is scheduled for the new year as of yet.
 - iii. Lock out tag out
 1. Awaiting procurement to finalize the payment process since the company SPI was not on our list of vendors. Once this is completed, phase one of 2 will be initiated. This phase incorporates the revision of our Standard operating procedures, the development of a knowledge quiz to be given to our operation employees, and the scheduling of an on-site visit to come and evaluate our physical sites and our lock-out tag-out equipment, these are to be carried out in phase 2.
 - iv. Fit testing
 1. Fit testing that was scheduled for December 18th 2022 has been canceled and will be re-scheduled early in 2023. The reason for this cancellation is the requirement to evaluate the need and process of fit-testing equipment with the different operation departments.

5. AFFAIRES NOUVELLES

- Survey (Bob Atkinson)
 - i. Survey is ready to go and ready to launch early next week to identify our weaknesses and see what needs to be addressed and will also serve as a baseline to measure change. It is an integral part of our internal management system that the university is initiating. It is a lengthy survey comprised of 4 parts that need to be filled out by employees.
 - ii. We offer safety committee training that is available through our LRS system. There are opportunities that will be coming up to engage with our community members to consult with committees to provide feedback for documents that will be put forward.

- iii. We are required to have certified committee members and that training is available through ORM

Next meeting dates:

- February 22, 2023
- May 24, 2023
- August 23, 2023
- November 22, 2023

Meeting adjourned: 10:47



Jacques Nadeau
Co-Président, Membre de la gestion



Zacharie Cadieux
Co-président travailleur, élu