

COMITÉ FONCTIONNEL DE LA SANTÉ ET DE LA SÉCURITÉ D'ALTA VISTA
ALTA VISTA FUNCTIONAL HEALTH AND SAFETY COMMITTEE

March 13, 2023; 14h00; TEAMS

Representation	Name	Attendance	Email
Employees appointed by and representing the deans or directors from faculties or services (2)	Michelle Emard	A	memard2@uOttawa.ca
	Dr. Marijke Taks	A	Marijke.Taks@uottawa.ca
APUO (2)	Dr. Christine Guptill	P	cguptill@uottawa.ca
	Dr. Yan Burelle	A	yburell2@uottawa.ca
APTPUO (2)	Nelson A. Ovalle Diaz	P	novalled@uottawa.ca
	Vacant	-	N/A
CUPE, local 2626 (2)	Andrew Heffernan	A	aharr036@uottawa.ca
	Saba Didarataee	P	sdida039@uottawa.ca
PIPSC (1)	Sandeep Patnaik	P	spatnaik@uOttawa.ca
OSSTF (2)	Nazli Keskin	P	nazli.keskin@uottawa.ca
	Vacant	-	N/A
IUOE, local 772A	Allan Hager	P	ahager@uottawa.ca
IUOE, local 772B	Vacant	-	N/A
NUEA (1)	Vacant	-	N/A
Non-voting undergraduate student (1)	Vacant	-	operations@uosu-seuo.com
Resource Persons			
Manager, Occupational Health and Safety	Charles Mulcahy	P	cmulcahy@uOttawa.ca
Office of Risk Management	Graham Nelson	A	gnelson@uottawa.ca
JHSC Inspector	Paul Bussiere	P	pbussier@uottawa.ca
Risk Management Specialist, Occupational Health and Safety	Robert Atkinson	P	ratkinso@uottawa.ca
Manager, FoM Facilities	Marie-France English	P	mf.english@uottawa.ca
Manager, FHS Facilities	Nicolas Leymarie	P	n.leymarie@uottawa.ca

P – Present, A - Absent

Co-Chairs

Management: Michelle Emard (*absent - on leave*)

Worker: Sandeep Patnaik

Meeting Chairperson

Sandeep Patnaik

Secretary

Nazli Keskin

Minutes

1) Approval of agenda and minutes | Worker Co-Chair

- Move to approve the agenda of the March 13, 2023, meeting.
 - Seconded and carried without dissent.
- Move to approve the minutes of the December 7, 2022, meeting.
 - Seconded and carried without dissent.

2) Overview of Committee voting members

- a. The worker co-chair welcomed Nelson A. Ovalle Diaz, our new committee member representing APTPUO.
- b. The OSSTF representative and Committee Secretary presented a list of all current voting members and resources persons regarding the Alta Vista FOHSC.
 - i. The Committee APTPUO representative indicated that they would reach out to their union to look for another APTPUO representative to fill additional vacant position.

3) Business arising | Worker Co-Chair

- a. Review of Action Items from December 7, 2022 meeting.
 - i. The Risk Management Specialist, Occupational Health and Safety (Robert Atkinson) had recommended to take a closer look at the Committee terms of reference to arrange for one of our Committee APUO representatives (Dr Guptill) to sit at both Committee meetings more formally.
 1. There are currently no concerns with regards to aforementioned APUO representative to sit at both Committees until APUO can find a replacement for the Alta Vista FOHSC.
 - ii. The Occupational Health and Safety Manager at the Faculty of Medicine (Charles Mulcahy) was to disseminate a note to the Faculty of Health Sciences Facilities Manager (Nicolas Leymarie) that there may not be a security guard posted at 200 Lees as Block C is demolished and a new building is being constructed, leaving only Blocks A and E.
 1. As this is concerning Lees, the members discussed whether this should be included within the Alta Vista FOHSC or discussed in another platform.
 2. The Manager of Occupational Health and Safety indicated that all staff should be aware of the University emergency number and have the app (SecurUO) on their phone.
 3. **Action item:** One of our Committee APUO representatives (Dr. Christine Guptill) who also sits at UJOHSC will be raising this item at its next meeting.
 4. The topic of Lees will be revisited at our next Alta Vista FOHSC meeting in June.

4) Update on Masking Guidance at Alta Vista Campus

- a. Masking at the University of Ottawa Alta Vista campus was moved from required to recommended on March 9, 2023.
- b. There was a lengthy discussion as to why this Committee was not consulted prior to both faculties (Medicine and Health Sciences) making this recommendation.

- c. **Recommendation:** The Committee unanimously approved the motion to recommend to the management of both the Faculty of Medicine and the Faculty of Health Sciences to consult with this Committee prior to making a change that could affect the health and safety of staff and learners at Alta Vista as part of due process.

5) Review of UJOHSC minutes

- a. The APUO representative sitting at both UJOHSC and Alta Vista FOHSC did a brief overview of the topics discussed at the UJOHSC meeting of December 6, 2022.
- b. Moving forward, instead of reviewing the UJOHSC minutes at the meeting, Committee members will be asked to review the minutes in advance and raise any questions they may have. This will help create more time to review other items on the agenda.

6) Critical injury / accident / incident / occupational illness reports | Manager of Occupational Health and Safety

- a. The Manager of Occupational Health and Safety at the Faculty of Medicine (Charles Mulcahy) presented a slide deck of all critical injury, accident, incident, and occupational illness reports that have been submitted. No critical injuries were reported.
- b. Please see [slide deck](#) for more information regarding the reports submitted.

7) Inspections / Impromptu visits | Manager of Occupational Health and Safety

- a. The Manager of Occupational Health and Safety (Charles Mulcahy) recommended all Committee members to participate in the Workplace Health and Safety Inspections Workshop facilitated by our JHSC Inspector, Paul Bussiere.
 - i. Paul Bussiere informed that Committee that he would be hosting a few workshops for the next few months with the next one being on [March 30, 2023](#) (in English). More dates can be found in the following link: <https://web47.uottawa.ca/en/lrs/>
 - ii. This workshop gives insight to participants as to why inspections are done, what to look for, how to prepare a report, etc.
- b. The Manager of Occupational Health and Safety (Charles Mulcahy) encouraged all Committee members to participate in monthly inspections which are expected to resume soon.
- c. Committee members were supportive of assisting the Manager of Occupational Health and Safety and his team with regards to participating in inspections.
- d. The Manager of Occupational Health and Safety also requested the approval of the Committee to authorize his new team members, who are expected to start soon, to participate in inspections on behalf of the Committee members.
 - i. No concerns were raised, the Committee approved authorizing the new members of the Occupational Health and Safety team to take part in inspections on behalf of the Committee members.

Summary of Action Items / Recommendations :

- 1. Action item:** One of our Committee APUO representatives (Dr. Christine Guptill) who also sits at UJOHSC will be raising this item at its next meeting.
- 2. Recommendation:** The Committee unanimously approved the motion to recommend to the management of both the Faculty of Medicine and the Faculty of Health Sciences to consult with this Committee prior to making a change that could affect the health and safety of staff and learners at Alta Vista as part of due process.

Meeting concluded. Adjourned at 3:00 pm.

Next meeting: June 19, 2023 @ 2:00pm

Signatures

Worker Co-Chair:	<i>Sandeep Patnaik</i>	Date: 2023-04-11
Sandeep Patnaik		
Management Co-Chair:	(Absent)	Date: (Absent)
Michelle Emard		