



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

February 27, 2023; 13h30; FSS 4006/TEAMS

Committee members (voting)	Names	Attendance
Vice-President, Finance and Administration (or delegate)	Angie Tinor	X
Vice-President, Research and Innovation (or delegate)	Terry Campbell	X
Vice-President, Academic & Provost (or delegate)	Véronic Tardif	X
APUO	Evan Sterling	X
APUO	Christine Guptill	X
APTPUO	Esther Senneville	X
APTPUO	Lydia Schriemer	X
IUOE, 772A	Vacant	-
IUOE, 772B	Vacant	-
OSSTF	Scott Dick	X
OSSTF	Gabriel Ramsay	X
CUPE, 2626	Agnes Bezerra	X
CUPE, 2626	Rennan Medeiros	X
CUPE, lifeguards	Vacant	-
PIPSC	Alain Le Hénaff	X
Non-unionized group	Vacant	-
JHSC Inspector (non-voting)	Paul Bussiere	-
Resource Persons (non-voting)		
Rep. Deans	Paul Bélanger	X
Rep. Deans	Vacant	-
Rep. Directors	Lynn-Marie McCarthy	-
Rep. Directors	Vacant	-
Health and Wellness	Marie Parish	X
Office of Human Rights	Tiffany Ticky	X
Office of Risk Management	Carolina de Moura	X
Office of Risk Management	Graham Nelson	X
Invitees		
OPSEU	Ryan Perez Hernandez	X
SSUO	Alp Oran	X
Certified Members		
Workers	Scott Dick	
Management	Marie Parish	

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

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1. Roundtable

Christine Guptill was introduced as a new member representing APUO.

2. Presentations

No presentations scheduled.

3. Approval of agenda

The agenda was moved for approval by Evan Sterling and Christine Guptill; approved unanimously.

4. Approval of the minutes from December 6, 2022

The minutes were moved for approval by Terry Campbell and Lydia Schriemer; approved unanimously.

5. Matters Arising from the December 6, 2022

- COVID
 - i. Wastewater and ventilation data was shared in the Teams group. The committee noted that they would like to understand how air exchange was calculated. There were an estimated 10-20% of rooms with a lower-than 6 ACPH, with several classrooms with multiple HEPA units provided. Members noted the units are loud and are sometimes turned off. Members asked if Facilities conducts spot checks of certain rooms, with focus on those with multiple units or areas below 5-6 ACPH. Matters will be raised to Facilities.
- Management system (OHSMS) update
 - i. An update was provided of the OHSMS, incl. tier 2 governance framework implementation. Presentation shared in Teams group: [5.2-OHSMS-Update.pdf](#).
 - ii. Tier 3 program manuals were circulated for feedback in January; comments received and incorporated.
 - iii. Tier 4 recommended procedures shared for feedback with a deadline of March 21. Feedback from members is valued and encouraged.
- Terms of reference
 - i. A DocuSign envelope was issued in December based on discussions in December and no further comments or discussion were shared. Subsequent comments were raised following the sending of the DocuSign envelope. The DocuSign envelope was cancelled. Process to review the ToR globally has been advanced with the first meeting on March 8. Union/association were requested to name representatives to the working group.
- Policy 66
 - i. Policy was advanced to the CA, however, was deferred until March 8.
- Committee training framework

- i. Members were requested to participate in the development of a [committee member training framework](#). The framework is intended as a cadre for committee members for member's to be able to execute the required duties. A version was shared with the co-chairs for their advance view. Feedback requested by March 10.
 - Certified member training
 - i. Renewed call for members for certified member training. Members are invited to contact OCRO for more information and to arrange for training dates.
 - WHMIS training
 - i. Past requirements jointly agreed to by university and committee were shared in the Teams group, including:
 - If working in a lab, complete WHMIS 2015 for Lab
 - If working in an office with potential interaction with labs, complete WHMIS 2015 for Offices
 - If no lab interaction, Worker Health and Safety Awareness
 - ii. Recommended to review this past decision, including consideration for completing either the Office or Lab version of the WHMIS training.
 - iii. Discussion on renewal/refresher training; currently no requirement for such.
 - iv. **ACTION: OCRO to take away and survey members on their thoughts on WHMIS training and refresher training.**
 - Committee effectiveness
 - i. A survey based on a provincial tool was circulated to assess the effectiveness of the committee. To date, only 3 responses have been submitted. Members are requested to submit their responses (anonymously) by March 8.
 - ii. **ACTION: Members to complete survey.**
6. **Critical Injury / Occupational Illness Report**
- Members are reminded to sign confidentiality agreement: [Confidentiality Agreement.url](#)
 - There have been no reported critical injuries or occupational illnesses since the last meeting.

7. **Inspections**

In absence of Paul Bussiere, an update on inspections was presented for 2022. A list of “top 10” hazards was presented. A summary of response times was provided. Two (2) members have participated in workplace inspections since the start of 2023; call for more members to participate. Presentation: [7.2-UJOSHSC Progress Report 2023 \(February 16\).pptx](#).

Inspection planning continues for 2023, with continued focus on member engagement. Each member is requested to dedicate at least 1 hour/month for a total of 12 hours per year. A reporting portal for inspections is being developed in the iSight case management system to administratively support members in the conduct of these inspections.

Two workshops were recently offered to members to summarize the inspection process, reporting, and response requirements. Nine (9) members participated; subsequent sessions are being planned.

8. Functional Health and Safety Committee Minutes

- Psychological – last meeting was cancelled due to low participation.
- Laboratory – no significant matters to discuss.
- Office – no update.
- Facilities/Protection – no update.
- Alta Vista – no update.

9. New Business

- Naloxone requirements
 - i. New requirement for the provision of naloxone kits and training for employers who are aware (or ought reasonably to be aware) of opioid overdoses in the workplace. An assessment was conducted identifying possible risks; however, it is not sufficiently clear if a worker would be at risk based on the guidance from the MLITSD. Nevertheless, naloxone kits have been installed in all [campus AED boxes](#) and [training is available online](#).

Next meetings (all from 10h00 to 11h30)

- i. Proposal to move meetings to
 - 1. April 18 or 20 (in lieu of April 19, 2023)
 - 2. June 19 (in lieu of June 21, 2023)

Meeting concluded. Adjourned at 2:35 pm.

Signatures

Worker Co-Chair: *Gabriel Ramsay* Date: 18-05-2023
Gabriel Ramsay

Management Co-Chair: *Angie Tinor* Date: 18-05-2023
Angie Tinor