

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

April 19, 2024; 11h00; TEAMS

Representation	Name	Attendance	Email
Employees appointed by and representing the deans or directors from faculties or services (2)	Dr Jocelyn Côté	P	jcote@uottawa.ca
	Dr. Holly Orlando	A	horlando@uottawa.ca
APUO (2)	Dr. Yan Burelle Vacant	P -	yburell2@uottawa.ca
APTPUO (2)	Nelson A. Ovalle Diaz Vacant	P -	novalled@uottawa.ca N/A
CUPE, local 2626 (2)	Toka Hussein	P	thussein@uottawa.ca
	Saba Didarataee	-	sdida039@uottawa.ca
PIPSC (1)	Vacant	-	
OSSTF (2)	Vacant	-	N/A
	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	A	ratkinso@uottawa.ca
Manager, FoM Facilities	Marie-France English	P	mf.english@uottawa.ca
Manager, FHS Facilities	Nicolas Leymarie	A	n.leymarie@uottawa.ca

P – Present, A - Absent

Co-Chairs

Management: Dr Jocelyn Côté

Worker: Dr Nelson Ovalle Diaz

Meeting Chairperson

Dr Côté

Secretary

Toka Hussein

Minutes

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

- Move to approve the agenda of the April 19, 2024, meeting.
 - Seconded and carried without dissent.
- Move to approve the minutes of the August 24, 2023, meeting.
 - Seconded and carried without dissent.

2) Overview of Committee voting members

- a. The Manager, Occupational Health and Safety (Charles Mulcahy) explained that this committee requires **two co-chairs and a secretary**.
- b. One co-chair must represent Management, and the other must represent the Workers.
- c. Dr Ovalle Diaz, the APTPUO representative, indicated that he would again reach out to his union to identify another APTPUO representative to fill the vacancy.
 - i. **Action item:** APTPUO representative to liaise with union.

3) Business arising | Worker Co-Chair

- a. Review of Action Items from August 24, 2023 meeting.
 - Management Co-Chair has been selected. Dr Côté stepped out of the meeting to discuss Chair responsibilities with Dr Orlando. On his return, Dr Côté confirmed that he would serve as Management Co-chair for the next 12 months (or 4 quarterly meetings).
 - Worker co-chair has been selected. Dr Ovalle Diaz volunteered to stand as Worker Co-Chair. Dr Burelle seconded the motion.
 - Toka Hussein volunteered to serve as Secretary.

4) Review of UJOHSC minutes

- a. The JHSC Inspector, Paul Bussiere, presented the minutes of the [UJOHSC meeting of February 6, 2024](#).
- b. Committee members are reminded to review the UJOHSC minutes in advance and raise any questions they may have. This will help create more time to review other items on the agenda.

5) Report of Potential Occupational Illness and Faculty Response

- a. The Manager, Occupational Health and Safety, discussed the response to a letter received by the Faculty pertaining to worker(s) concerns over potential occupational illnesses in RGN. The concerns related to the likelihood of airborne chemical exposures causing harm.
- b. The Faculty commenced a detailed investigation which included:
 - i. A survey of the rooms occupied by the department and preparation of detailed floor plans.
 - ii. A field visit by the Ministry of Labour, Immigration, Training and Skills Development (MLITSD)
 - iii. The hazardous materials used in the department and the likelihood that any of them could cause occupational illnesses.

- iv. A review of past use of radioisotopes in the department and confirmation that the workspaces were properly decommissioned.
- v. Staff interviews
- vi. A survey of the ventilation system serving the department and confirmation that labs are maintained at negative pressure while offices and meeting rooms are maintained at positive pressure (meaning, airborne concentrations of lab chemicals are not capable of drifting into office spaces.
- vii. Industrial hygiene assessment and chemical hazard review
- viii. Development of detailed Hazard Identification and Risk Assessments (HIRA) for the department. The Department is to continue drafting HIRAs for their other operations/locations until everything has been assessed.
- ix. Observations and recommendations
- c. The Committee supported the conclusions of the work that was completed.
- d. The Office of the Chief Risk Officer (OCRO) confirmed that copies of the report had been forwarded to the Ministry (MLITSD), the University Committee (UJOHSC) and the Workers' Union (SSUO).
- e. A copy of the Final Report will be shared with the Committee and the wider University population following any feedback from the MLITSD.

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

- a. The Manager, Occupational Health and Safety, presented a slide deck of all Critical Injury, Accident, Incident, and Occupational Illness Reports that have been submitted. No critical injuries were reported.
- b. The number of reports received appears to be skewed high because it has been eight months since the last meeting.
- c. Please see [slide deck](#) for more information regarding the reports submitted.

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

- a. The Manager, Occupational Health and Safety, informed the Committee that 100% of the 2023 Workplace Health & Safety inspections were completed and that the 2024 Inspections were underway.
- b. All Committee members are asked to participate in the Inspection process.

Summary of Action Items / Recommendations:

1. **Action item:** APTPUO representative to liaise with union.

Meeting concluded. Adjourned at 12:00 pm.

Next meeting: _____ June 2024

Signatures

Meeting Chair: Dr Jocelyn Côté Date: 2024-04-30

Management Co-Chair: Dr Nelson A. Ovalle Diaz Date: 2024-04-30