

# Minutes

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| Meeting:   | Arts and Science Joint Health and Safety Committee   | Date & Time: | October 28 <sup>th</sup> , 2022 at 2:30pm |
|            | Microsoft Teams  |              |   |
| Chair(s):  | HYffmCÑFY]`m Paul Bass   |              |   |
| Attendees: | Terry O'Reilly, Monika Holzschuh, Paul Bass, Tina McKenna, Melissa Marcucci Grant, Carolyn Bonta |              |   |
| Regrets    | Matthew Colby, Dan Langham, Lindsay Lee  |              |   |

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| Discussion Item | Attach |
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| Discussion Item   | Attachment |
|---|------------|
| <p>share information in a timely manner to discuss trends, etc. Bimonthly would be helpful.</p> <p>Monika: Bimonthly would help us to stay on track, at least until we are back on track.</p> <p>Tentative Decision: Meetings will be bimonthly, starting in November. (Official vote will be sent along via email.)</p>  |            |
| <p>6. Establish Inspection Schedule</p> <p><a href="https://queensuca.sharepoint.com/:w:/r/teams/GROUP-FAS-JHSC/_layouts/15/Doc.aspx?action=edit&amp;sourcedoc=%7B9ee91d11-1a8e-45b1-9ec2-d62f6b5aece2%7D&amp;wdOrigin=TEAMS-ELECTRON.teamsSdk.openFilePreview&amp;wdExp=TEAMS-CONTROL&amp;web=1">https://queensuca.sharepoint.com/:w:/r/teams/GROUP-FAS-JHSC/_layouts/15/Doc.aspx?action=edit&amp;sourcedoc=%7B9ee91d11-1a8e-45b1-9ec2-d62f6b5aece2%7D&amp;wdOrigin=TEAMS-ELECTRON.teamsSdk.openFilePreview&amp;wdExp=TEAMS-CONTROL&amp;web=1</a></p> <p>Monika – Challenging to find someone for Kinesiology, as requires 5 hours. Need to do Dan School, Theological Hall, English, Geography and Planning.</p> <p>KINE – Monika/Carolyn</p> <p>Theological Hall – Terry/Tina (Nov 9<sup>th</sup> at 1:30pm – for 1.5 to 2 hours)</p> <p>English/Sociology/Gender Studies – can be combined in John Watson – Monika/Paul in early December</p> <p>Geography and Planning – Matthew</p> <p>Dan School – Carolyn/Terry</p> <p>ACTION: Monika to update the list with this information.</p> |            |
| <p>7. Report of Injury – Form 7 for review (x1)</p> <p>Worker cut hand on bench vice at the Biology Station.</p> <p>The worker was not wearing gloves at the time.</p> <p>ACTION: Paul to follow up with QUBS Operations Manager to ensure that all policies are being followed.</p>  | X          |
| <p>8. Other Business/Discussion Item</p> <p>Concerns over lack of membership</p> <p>Tina: Union plans to send out an email to USW staff.</p> <p>Terry: Keep on encouraging Dan to find Managers, in particular.</p> <p>Mel: Can there be rotating commitments from all FAS departments?</p> <p>Paul: Important to set realistic timelines and expectations, as everyone is busy.</p> <p>QUBS – are they managed by this committee?</p> <p>Carolyn: In the past, it was decided that QUBS is so small that they manage their own incidents internally. Should we be reviewing these reports? There needs to be consistency.</p> <p>ACTION: Terry/Paul to follow up with Dan on this</p>  |            |

