



## Joint Occupational Health & Safety Committee

Wednesday, May. 20<sup>th</sup> 2020, meeting 1:15pm to 2:30pm, ZOOM virtual meeting

### Meeting Minutes

**Start Time: 1:18pm**

#### **1. Approval of the Agenda**

Motion by Rob.H. Seconded by Cleusa D.

#### **2. Approval of Minutes** from previous meeting (Apr. 29<sup>th</sup>)

Discussion regarding meeting minutes. Group agreement that it's important to have an accurate reflection of the outcomes/actions, and that verbatim minutes are not expected.

Motion to approve minutes with amendments: Tim G. Seconded by John C.

#### **3. Business** arising from previous meeting

##### 3.1 COVID-19 update

(M.Mills)

Matt shared screen and provided demo to committee of the newly created App (in Peoplesoft) that is being used as a self-assessment questionnaire for employees that are back on-site (core services). Reviewed messaging that is provided to employees based on different answers. 726 employees have completed this tool so far (majority from Facilities Management).

Discussion regarding worry from employees. Feeling that self-assessment questionnaire may not go far enough. Asked about possibility of testing employees. Discussion about testing being a snapshot in time and that if we were to go that route, we would require testing on a regular basis.

Multiple approaches being taken to reduce the anxiety or fear around returning to campus; capacity loading of buildings, signage & wayfinding, self-assessment questionnaire, regular communication with our local health unit.

Comment that second wave of pandemic is a real possibility and that we need to be prepared.

Question about signage and whether this would be provided to faculties/units. Work has been completed with input from central communications for consistency; general safety practices, elevators, washrooms, shared spaces and will be shared with the campus community. Team of 6 students will be assisting with putting up signage across campus.

Protocols are being developed for various areas; classrooms, labs, trade shops, office spaces, etc.

Safety & Facilities Working Group has been formed with a cross functional group to do classroom capacity planning (focused on physical distancing), engaged with an external architectural consulting firm to assist with wayfinding, identify pinch points, traffic flow, etc.

Inventory & Supplies – being reviewed on a weekly basis (hand sanitizers, wipes, gloves, masks, etc.). Procurement will be setting up a process through Mustang Market where staff can order pandemic supplies. Common locations are currently being set up with hand sanitizers. Strongly recommend purchasing bottles, as wall-mounted sanitizing stations are proving difficult to obtain.

Discussion regarding wearing of surgical masks. Direction from local health unit is that if employees are working within 6 feet of each other, they are required to wear a mask.

Question on whether or not plexiglass would be mandatory in areas that interact with students, customers, clients. Several areas within FM have already been retrofitted; Client Services, Parking Services, Stores.

Messaging is that if people can continue to work from home, that is encouraged.

**Actions:**

COVID-19 signage to be shared with committee.

Follow-up regarding plexiglass requirement for other areas.

3.2 Powerplant – roof work

(T.Stein / B.Wakefield)

Schedule and plan to meet between CUPE, Consultant (Emission & Dispersion Modelling), and FM Leadership, scheduled for June 2<sup>nd</sup>. Still awaiting report. Occupational Physician, Dr.Siu will review when report is published.

**Actions:**

Request to have IUOE alternate invited to zoom meeting.

**4. Review and Assess Trends**

(M.Mills)

4.1. Accident/Injury Report – Reviewed April incidents onsite (3 total). 1 incident related to ergonomics at home. Document with best practices was produced by Health, Safety & Well-being team for those that continue to work remote. These can be accessed at [https://www.uwo.ca/hr/spec\\_resources.html](https://www.uwo.ca/hr/spec_resources.html) under ‘Working from Home’ tab.

4.2. Workplace Inspections: safety team will continue to conduct spot audits as PI’s and research begins to return.

4.3. Work Refusals - none for April or May.

4.4. Critical Injuries – none for April or May.

4.5. Safety Recommendations Submitted to the JOHSC – none.

4.6. Workplace Violence and Harassment Report (Bill 168) – none.

## **5. New Business**

5.1 Campus Police Report – to be provided at July meeting

Chris B provided a summary of cleaning and disinfection that has been happening on campus by the building services team. For lab settings, expectation is that staff clean their own areas. Caretakers are cleaning high touch point areas multiple times per day.

## **6. Adjournment**

Motion by Tim G. Seconded by Jeff V.

**End Time: 2:20pm**

## **2019-2020 Meeting Dates**

2019: September 11, October 16, November 27, 2020: January 15, February 26, April 29, May 20, July 8

### **Worker Representatives**

Cindy Morton-Cesarone , CUPE2692

**John Ciriello, UWOFA**

Felix Lee, UWOFA

**Thomas Stein, IUOE**

Stephen Crowe, IUOE Alternate

**Tim Goldhawk, PMA**

**Gurpreet Dhani, PMA Alternate**

**Darryl Stanley, CUPE 2361**

Barry Fletcher, CUPE Alternate

**Cleusa De Oliveira, UWOSA**

**Rob Harbottle UWOSA**

Vacant, SAGE

**Siddharth Gupta, PSAC**

**Jeff Van Haarlem, OPSEU**

### **Employer Representatives**

**Chris Bumbacco**

**Barry Russell**

**Mike Gaylard**

**Bryan Wakefield**

### **Resources**

Jane O'Brien

**Matt Mills**

Jean-Claude Aubin