

Date & Time: March 13, 2023, 1-2:30pm MST

Location: U216 & Google Meet

Name	Position	Present
Arleen Gallo	AVP, Human Resources (Employer Co-chair)	<input checked="" type="checkbox"/>
Amy McCarthy	MRSA representative	<input checked="" type="checkbox"/>
Cheryl Kean	Exempt Representative	<input type="checkbox"/>
Crystal Koch	VP, MRSA (Employee Co-chair)	<input checked="" type="checkbox"/>
Curtis Lang	Manager, Financial Reporting & Accounting Ops	<input checked="" type="checkbox"/>
Helena Myllykoski	MRFA representative	<input checked="" type="checkbox"/>
Joe Frazao	MRSA representative	<input checked="" type="checkbox"/>
Mark Keller	Director, Residence Services	<input type="checkbox"/>
Maureen Evans	Manager, Student Systems & Communications	<input checked="" type="checkbox"/>
Milena Radzikowska	MRFA representative	<input checked="" type="checkbox"/>
Robert Siklodi	Manager, EH&S	<input checked="" type="checkbox"/>
Scharie Tavcer	MRFA representative	<input checked="" type="checkbox"/>
Guests to JOHSC: Manesha Sidhu		

Meeting Minutes

Items & Topics	
1	1. Approvals 02-09-2023 JOHSC Minutes
Action Items: Post to JOHSC website	

2	<p>New Business</p> <p>2.1 Guest Speaker Manager Security Services</p> <p>Questions & Answers</p> <ul style="list-style-type: none"> ● Review of Security department structure ● Review of the chain of command for certain types of incidents ● How Weekend coverage works, 24/7 emergencies, on-call manager and assistant manager and Chief Safety Officer ● Security collaborates with Emergency services on incidents out of their scope ● To date (2023) how many incidents have had the need for emergency services? ● Is this possible - Institutional analysis and planning help us at an aggregate level, trends over time? So we can have a baseline to make recommendations as the committee. With the statistics for each category - JOHSC could make recommendations on the type of incident ie. theft - JOHSC could educate their departments. ● Need to understand trends in order to communicate recommendations. ● Security's function is to trend the incidents and act on the trends - JOHSC would like that information of what is happening so they can take it back to their departments. ● Security service incidents are vetted through EHS ● Ask EHS for certain data if there is something specific you want to see. <p>2.2 OHS Inspection - on google drive and website.</p> <ul style="list-style-type: none"> ● No questions
<p>Action Items:</p>	
3	<p>Previous Business</p> <p>3.1 Review of current Respiratory illness protocols (Covid-19) for gaps.</p> <ul style="list-style-type: none"> ● EHS Manager reviewed the current respiratory illness hazard assessment and it is still valid, Respiratory illness PHA will be added to the PHA going forward. <p>3.2 JOHSC process and procedure documentation project</p> <ul style="list-style-type: none"> ● Can we put a draft deadline on these? <p>3.3 Action plan summary JOHSC Summary of Action Items</p> <ul style="list-style-type: none"> ● Reviewed <p>3.4 Update on external lawyer questions</p> <ul style="list-style-type: none"> ● submitted to GC & meeting set up
<p>Action Items:</p> <p>3.1 - Date update for Covid-19 or respiratory illness protocols on the webpage.</p> <p>3.2 - May 1st first for draft of templates</p> <p>3.3 - Move 2022 unchecked items over to 2023 list</p>	
4	<p>Incidents</p> <p>4.0 EHS</p>

- Review of Incidents from February 3-March 7, 2023, T-wing all gender bathroom open now.
- No list of potential bathrooms to be changed over yet. The website should be updated and labeled.

4.1 Security

- Identifiers (ie. gender, race etc) to be removed

4.2 HR

- V&H incident numbers reviewed

4.3 Next meeting (Apr. 20)

- Review draft recommendation for incident reporting to JOHSC. Majority of meeting to be used for this discussion. [Members are asked to review and comment on the draft prior to the meeting.](#)

Action Items:

- JOHSC annual report to MRFA due April 15th, 2023
- **Motion:** Item put into agenda for next meeting.