

Joint Occupational Health and Safety Committee (JOHSC)

April 21, 2022, 1:00 – 2:30pm MT

Location: Google Meet

Meeting Minutes

In attendance:

Mark Friesen, AVP, Human Resources
Mark Keller, Director, Residence Services
Robert Siklodi, Manager, EH&S

Crystal Koch, VP, MRSA (Employee Co-chair)

D. Scharie Tavcer (MRFA representative)
Stephanie Zettel (MRFA representative)
Amy McCarthy (MRSA representative)
Joe Frazao (MRSA representative)
Kathy Homer (Exempt Representative)

Claire Grant (Administrative Support)

Absent: Peter Davison, M Helena Myllykoski

Noted that Helena Myllykoski would like to continue on committee for next year – approved by all. Milena Radzikowska joining next year as MRFA representative. Sent doodle for training date.

1. Approvals

- 1.1. Minutes, March 17, 2022 approved but not yet posted. [2022-04-21 and 2022-05-19 JOHSC Minutes](#) ready to be posted.

2. Ongoing Business – Review of Action Item Status

- 2.1. **Update regarding recommendation submitted to Paul Rossman, response due June 17**
Process - Recommendation from committee that this should go to the entire committee. When response comes back, this should go to all. May 22-24 both [recommendation](#) and [response](#) are in Google Drive.

Formalized that this is the formalized process that should be taken for sustainability. Look to create a procedural document. Employer (MF) to reply to response to hear what process gets put into place – continued inclusion. How do we remain informed with new VP. Employee (CK) to work on response and coordinate with employer (PD).

Action Item: Employee (CK) to work on response to [Amy Nixon response](#) and coordinate with employer (PD).

- 2.2. **Terms of Reference forward to PEC for approval [Draft JOHSC Terms of Reference](#)**
Employee (KH) advised that PEC requested a few changes be made to TOR – minor changes. Everyone to go through and approve and then can be posted.

- 2.3. Training for Committee:** Employee (CG) to send Doodle to Management and people attending next year.

Action Item: Employee (CG) to send Doodle to Management and people attending next year. COMPLETE

- 2.4. Employer to review the survey tool (Guarding Minds at Work) and advise if appropriate for use or if another survey can be used - Table to dedicated meeting**

Action Item: Bring forward to next year at dedicated meeting.

- 2.5. Confirm Meeting [schedule](#) for 2022-23 academic year along with membership and roles**

Employee (MR) to be included on invites for Wednesdays and employee (HM) to be added back in to invites.

Action Item: Employee (CG) to include employee (MR) on invites for Wednesdays and employee (HM) to be added back in to invites. - COMPLETE

- 2.6. Set up of web page**

Employer (PD) and employee (CK) met with Ruth Myles, Senior Internal Communications Strategist. It was felt that once EHS was sorted out there was no point in doing anything until then. On website will move JOHSC beside EHS so clear that JOHSC not reporting to EHS. This way it elevates JOHSC and provides it with a clear definition.

Action Item: Bring forward.

- 2.7. Request to be made regarding a permanent spot in the Our Community email and also a permanent place on the landing page of MyMRU**

Same as 2.6

Action Item: Bring forward.

- 2.8. Need for renewal of quarterly inspections for each department which would include an employee member from JOHSC (is there a way to partner with the facilities review?)**

Employee (CK) asked if there was a way we could partner with Grant and his team. Advised they are already partnered with space review team. If there is a hazard this goes to employer (RS) so JOHSC is already piggy-backing.

3. New Business

- 3.1. MRU Covid 19 strategy for fall 2022**

Employee (CK) asked if there were any thoughts of protocols for fall or communication strategies? Employer (RS) advised that hoping to keep current reporting system. Rapid response plan to remain, stay home if sick and still providing masks and sanitizing. Still working on any new communications. Employer (MK) advised casual staffing only paid when they are on campus so if they test positive are managing what they are doing, i.e. they would be doing items where they are not around any people. Employee (ST)

requested if employer (MK) could share the above from employer (RS) to MRFA. Employer (RS) advised not yet confirmed except for masking strategies.

Employer (MK) advised will need to change stuff that has been put out in residence, i.e. while no longer required to isolate still recommended (per HR email) and can provide them places to isolate. Employer (RS) cannot speak to making people go home if sick.

3.2. EH&S Employee update

New person starting Tuesday. Hoping to get her up to speed asap. Mainly working with building operations.

3.3. Workplace Violence and Harassment Training Modules

These are currently in Beta after employee's (CK) discussion with Feden Abeda. Employer (MF) advised it is important for employer (PD) and HR to discuss. Put policy in place and then get training modules in place. Employee (CK) asked if these can have input or are these complete? 2021 bought us into compliance. Employee (AM) asked if any of the training will be triggering and was advised that there are triggering warnings going into it plus they have been toned down and there are also support links in place. Employee (ST) asked if they were reviewed by our trauma informed experts? Employer (RS) advised that Faculty, HR and Feden have looked into them for a total of 10 different people. Employee (ST) asked how does such a group get formed and employer (RS) advised that HR puts together what is felt to be the best equipped group comprised of a Risk, HR and AHS lens.

Looking at Fall for timeline so new employees will have this as part of their package. Employer (MF) advised employer (RS) critical for Provost's office to be informed on when this is being rolled out. Will be a well thought out roll-out with a pre-announcement and explanation of the why this is important, i.e. that it is legislated. The link to the form should be in the policy (it's in the reporting form). To make completion easier employee (CK) suggested there be a link with "Click Here" right to the form. Employee (ST) asked are there EDI scenarios in the training and employer (MF) advised there were, e.g. one around race/ethnicity and one around bullying.

3.4. Item Summary for 2021-22 JOHSC Annual Report

Employee (CK) would take on the lead of producing this report. It would go to the MRFA, MRSA, President's and our websites. Employee (CK) asked if people were interested. Wouldn't be ready until August and would go back to the minutes to compile. Put this in our process document. Employer (MF) likes the idea but concerned that difficult to get extra work done. However, would provide a sense of accomplishment for future members.

4. Reports

4.1. Campus Safety Update Employer provides a written report. Opportunity for questions and review of all incidents for the reporting period May 17-June 20

Resolver now inputting portal automatically. Also separated out reporting, EHS, REC, Security and Other to make more organized and easier to read. Reports provided are now exactly as seen. This provides a high-level overview.

EHS:	7 Incidents
Security:	25 Incidents
REC:	6 Incidents
Visitor/Student non REC:	1 Incident

Regarding B-Wing work and the lost fire exit, have moved classes around so that there are now 2 fire exits and have advised everyone. Employee (AM) asked if coding can be included in future postings.

Regarding pro-life demonstrations on campus, employee (CK) advised they received several concerns that the images were triggering for people. Employer (RS) advised they were working with Risk and other institutions concerning this. Looking into processes and how we can control this better. Looking to set up a document in the same way that the University of Calgary have which means they must advise when they are coming and only allows them to demonstrate in certain areas. Employee (AM) asked if can get more than just notification on the MRU App on the phone and employer (RS) advised they are looking to have multiple venues of notification such as MRU App, email, etc. so that people know how to avoid them if desired. Main Street is considered a public area and the University of Alberta lost a legal battle to “kick them off campus” so this is not a possibility. Can only look to mitigate the situation as the photographs are very triggering for some people.

4.1.1. COVID Report March to April, 2022

There were 43 positive cases on campus 37 staff – no WCB and no transmissions plus 6 student cases.

4.1.2. Violence and harassment statistic

There were 3 received and 2 investigated.