

Date & Time: February 27, 2024 - 1:00 pm - 4:30 pm

Location: Y324 and Google Meet

Arleen Gallo	AVP, Human Resources (Employer Co-chair)	<input checked="" type="checkbox"/>
Shane Steininger	MRSA Representative	<input checked="" type="checkbox"/>
Cheryl Kean	Exempt Representative	<input checked="" type="checkbox"/>
Crystal Koch	VP, MRSA Representative	<input checked="" type="checkbox"/>
Curtis Lang	Manager, Financial Reporting & Accounting Ops	<input checked="" type="checkbox"/>
Joe Frazao	MRSA Representative	<input checked="" type="checkbox"/>
Maureen Evans	Director of Planning and Operations, Students Division	<input checked="" type="checkbox"/>
Kelly Sundberg	MRFA Representative (Employee Co-chair)	<input type="checkbox"/>
Tracy Powell	Associate Professor, Faculty of Health, Community and Education	<input checked="" type="checkbox"/>
Robert Siklodi	Manager, EHS	<input checked="" type="checkbox"/>
Ali Virk	Officer, EHS	<input checked="" type="checkbox"/>
Scharie Tavcer	MRFA Representative	<input checked="" type="checkbox"/>
<i>Guests to JOHSC: Judy Riege</i>		

Meeting Minutes

Items & Topics	
1	1. Approvals December 11, 2023 Minutes
Action Items:	

2

Previous Business

2.1

- **Strategies for enhancing the duties and functions of the JOHSC:**
 - Steve follow-up questions: Clarification on terms of reference, wrap-up notes, etc

2.2

- **EHS:**
 - [December 11/23 minutes](#) have now been updated to include incident numbers
- **Safety Signage**
 - *AED in the Bella* - **April 9/24 update:** On the East side of the building, the signage has been moved from around the corner to directly above the AED
 - We have added a directional sign indicating where to turn to access the AED

Action Items:

3

New Business

3.1

- **Team Building Workshop:**
 - [Behaviors that Build Trust vs. Behaviors that Erode Trust](#)
 - **CREATE:** *CR* - Current Reality; *EA* - Explore Alternatives or Engage Action; *TE* - Targeted Experience or Endpoint
 - *Where is your focus?*
 - Above the line: Ownership; Action; Results + Relationships
 - Below the line: Blame; Excuses; Denial + Defensiveness
 - **Polishing the Problem:** The more we open up the problem and surface everyone's point of view, the less likely we are to get into a below the line conversation (*me against you*), but rather an above the line conversation (*us against the problem*)
 - **Charles Feldman** - *The Thin Book of Trust*: The four drivers of trust that help to move conversations forward; *Sincerity, Reliability, Competence, and Care*
 - Using these drivers as a general framework, we can begin to have conversations around campus specific issues
 - What is the data that reinforces the issues that are coming to the committee's attention (training, incident reports, incident numbers, fear of reporting, etc)?

3.2

- **AED Placement Program:**
 - Map/locations of the [AEDs around campus](#)
 - Written expectations on use, inspection/replacement ([AED training videos](#))

3.3

- **Workplace Injury Reporting - Process and Resources:**
 - *Resolver notification* - those who submit an incident report are given a received notification, but not a transcript of the incident submission

	<ul style="list-style-type: none"> ○ Looking into the possibility of adding additional information (next steps, you will be contacted by EHS, etc) to Resolver messaging upon receipt of received notifications <p>3.4</p> <ul style="list-style-type: none"> ● Letter - Chair Assembly: <ul style="list-style-type: none"> ○ A lengthy letter with a robust discussion on the state of campus safety at MRU was received by the Provost <p>3.5</p> <ul style="list-style-type: none"> ● Fire Drill (January 23/24): <ul style="list-style-type: none"> ○ Successful evacuation of the campus ○ Identification of alarm deficient areas <ul style="list-style-type: none"> ■ April/24 update: All outer buildings (EA, EB, EC, ED, Library) have had deficiencies corrected (maintenance reports available) ■ The main building fire alarm upgrade is currently in progress <ul style="list-style-type: none"> ● When finished the alarm will only evacuate the area where the alarm is detected as opposed to the whole building. If specific criteria is met the system will alarm the whole building. ○ <i>MRU Now app</i> - will not provide a notification that an alarm has been activated <ul style="list-style-type: none"> ■ App notification received is “All clear to return to the building” ■ <i>Emergency warden chat group</i> regularly provides updates before, during, and after fire drills/real events (can be used as a metrics piece to determine pros and cons of the event) ○ <i>Training</i> - All wardens are required to complete the training (located in a shared drive), and are given the opportunity to pursue First Aid/CPR/AED training courtesy of EHS, as well as attend meetings and debriefs <p>3.6</p> <ul style="list-style-type: none"> ● <u>Driving Hazard Assessment</u> <ul style="list-style-type: none"> ○ Currently developing a vehicle use topic index [for easy accessibility to specific uses and applicable procedures] <p>3.7</p> <ul style="list-style-type: none"> ● Members will bring forward three items of discussion to begin JOHSC meetings. Items will be forwarded to the co-chairs prior to agenda distribution.
<p>Action Items:</p>	
<p>4</p>	<p>4.1</p> <ul style="list-style-type: none"> ● Incidents: December 3/23 to December 31/23 <ul style="list-style-type: none"> ○ EH&S - 4 ○ Student/ Visitor (Non REC) - 2

	<ul style="list-style-type: none">○ Student / Visitor (REC) - 5○ MRU Now App - 2 <p>4.2</p> <ul style="list-style-type: none">● Incidents January 1/24 to February 1/24<ul style="list-style-type: none">○ EH&S - 15○ Student/ Visitor (Non REC) - 6○ Student / Visitor (REC) - 21○ MRU Now App - 3
<p>Next Meeting: Apr 25, 2024</p>	
<p>Time - 2:00 pm - 3:30 pm Location - Y324</p>	