

**Date & Time:** September 26, 2024 2:00 pm - 3:45 pm

**Location:** Y324 and Google Meet

Arleen Gallo	AVP, Human Resources	<input checked="" type="checkbox"/>
Shane Steininger	MRSA Representative	<input checked="" type="checkbox"/>
Owini Dixon	Manager, Youth Programs	<input checked="" type="checkbox"/>
Crystal Koch	VP, MRSA Representative	<input checked="" type="checkbox"/>
Curtis Lang	Manager, Financial Reporting & Accounting Operations (Employer Co-Chair)	<input checked="" type="checkbox"/>
Joe Frazao	MRSA Representative	<input type="checkbox"/>
Maureen Evans	Director of Planning and Operations, Students Division	<input checked="" type="checkbox"/>
Kelly Sundberg	MRFA Representative (Employee Co-chair)	<input checked="" type="checkbox"/>
Robert Siklodi	Manager, EH&S	<input checked="" type="checkbox"/>
Scharie Tavcer	MRFA Representative	<input checked="" type="checkbox"/>

## Meeting Minutes

<b>Items &amp; Topics</b>	
<b>Action Items: Approvals</b>	
1	<p><b>1.1</b></p> <p><a href="#">June 11, 2024 Minutes</a></p> <p>*Posted to MRU - EHS website</p>
<b>Action Items: Previous Business (from June 11, 2024)</b>	
2	<p><b>2.1</b> Institutional Research and Planning working with ITS to develop a data warehouse for JOHSC (Guest Speaker Mohammad Amin).</p> <ul style="list-style-type: none"> <li>Will comprise student, faculty and staff data from D2L, spreadsheets and other sources to track trends over time for easy analysis of various types of information.</li> <li>Progress tracking.</li> </ul> <p><b>2.2</b> Asbestos Management Program:</p> <ul style="list-style-type: none"> <li>Four safe work procedures including <a href="#">Working in Dusty Environments</a>, <a href="#">Emergency Repair Procedures</a>, <a href="#">HEPA Vacuum Care and Maintenance</a>, and <a href="#">Coring, Drilling, Demounting and</a></li> </ul>

[Mounting Materials](#) have been created and will be added online and added to the asbestos training for BOPS this fall.

### 2.3 Hazard Assessment / SAG Procedures

- BOPs Hazard Assessments are currently being completed.
- The 2 Hazard Assessment for the new Security Services positions are currently being completed ( *Campus Safety Program Coordinator* and *Integrated Security Systems Analyst*).
- EHS is finishing the TOR and the communication structure if required to JOHSC. There will be a standing EH&S member on the SAG committees.

### 2.4 MRU Snow Removal

- Springbank campus: Third party contractor responsible for snow removal.
  - BOPs responsible for general maintenance.
- MRU campus: Debrief to discuss pros, cons, and any changes for next year (FM, EHS and Grounds - Scheduled for October 11/24 - follow up on next agenda)

### 2.5 BEST Cleaning supplies

- Complaints regarding chemical smells causing allergies and reactions from various departments led EHS to request BEST to switch their product inventory for EA, EC and ED to ones previously used by Scott Young for a month-long trial.
- Follow-ups regarding the complaints yielded positive results with individuals stating they felt much better.
- BEST will go back to the original product line, and EHS will monitor to see if the complaints return.

## Action Items: New Business

### 3 3.1 JOHSC: New Member and Co-Chair

- Curtis Lang to replace Arleen Gallo as Co-Chair.
- Owini Dixon, Manager, Youth Programs has joined the committee.

### 3.2 [Psychological Hazard Assessments](#)

### 3.3 Fire Drill 09/24/24

- Went well w/ minor communication issues (**Debrief** - October 3/24 w/ EHS, BOPs, Security).
- Security acquiring PTT (Push To Talk) technology to replace radios.
- MRU Now app - Question Is there any possibility for *fire alarms in progress* notifications? The MRU Now App is not the single to tell people to leave campus during an emergency The app will be used to relay information once the information is verified and able to be sent.
- **Alert Media** Kelly spoke briefly about Alert Media App and its usefulness. .

### 3.4 Safety Advisory Groups

- SAGs should know about the hazards pertaining to them, and those concerns should be brought back to JOHSC.
- EHS is looking to develop approximately 15 SAGs throughout MRU, they will be grouped by location and types of work being done.
- JOHSC can help make recommendations to help move mitigations along as per the JOHSC TOR.

### **3.5 EHS Program(s) Update**

- Current Training (asbestos; fire extinguisher; first aid; lab safety).
- Vehicle Use Policy: Includes fleets, rentals, trailers, etc. is still being updated and almost ready for consultation.
- Driving Hazard Assessment - will be uploaded and to be sent to Recruitment and other departments where employees drive.
  - Training has yet to be identified but will also apply to casual staff in MRU Camps.
- Restricted/Confined spaces - Finalizing documentation.
  - Wheelchair access (or lack thereof): Where do those requests go? Frontline is used to track requests for wheelchair access and all other building requests.

### **3.6 EA second/third floor bathrooms**

- Female products are not easily accessible. This request can also be submitted through the Front line.

### **3.7 MRU Camps 2024**

- 2600 campers out of 3801 total registrations.
- 92 seasonal staff (includes MRU students).
- 1600 incident/accident reports (mostly behavioral/mental health related).
- Overall successful.

### **3.8 Chair Assembly Letter**

- JOHSC should be made aware of the safety related concerns presented in the letter to make possible recommendations for improvements.
- The aim is to build upon the University's existing health and safety culture.

### **3.9 Security Services - New Safety Program Manager position.**

- Works with individuals who may be experiencing personal safety issues on campus (i.e. domestic violence)
- Creates personal safety plans outside of the scope of environmental health and safety.

### **3.10 AHS Inspection in EL**

- Library bathrooms were closed because of sanitary conditions. A complaint was made to AHS and the library was inspected. .

- Building operations and BEST have created a procedure so issues like this do not get missed.
- AHS has since re-inspected the area and closed the file.

**3.11 Recommendation Form**

- Curtis and Kelly will develop a JOHSC Recommendation form that the committee can use to push suggested recommendations forward University wide.

**Action Items:**

**4 Incidents June 1st to August 31st**

**4.0 EH&S**

- 13 EH&S incidents, and 3 Student/visitor incidents
- 4 WCB with 1 lost time claim
- 1 Property damage incident
- 4 MRU Now App Safety Concerns

**4.1 Security**

- Security Responded to 18 incidences

**4.2 Violence and Harassment Metrics**

- As of September 6, 2024:
  - 10 fully substantiated claims. Of those 10 claims:
  - 2 partly substantiated claims
  - 3 claims pending (1 ongoing investigation)