

Central Advisory Health & Safety Committee Minutes
April 15, 2009 - SGW H-769
9:30 a.m.

<p><u>Present</u> Paul Fournier Dr. Justin Powlowski Dr. Terry Fancott Louyse Lussier Cornelia Kupfer Alex Konyari Leo Bissonnette Frances Howe Rhonda Buckland Angela Wilson-Wright Pat Tafuto Perry Shearwood Sheila Ettinger Glenn Weir Bruce Gaudreau (for Rick Young)</p>	<p><u>Regrets Voting Members</u> Janice Robinson Karen Fiddler Dr. Dan Otchere Rick Young</p>
<p><u>Ex-Officio Members</u> Jean Brisebois</p>	<p><u>Regrets Ex-Officio Members</u> Michael Di Grappa Angie Trubiano Peter Bolla Susan Magor Jean Brisebois</p>
<p><u>Chair</u> Marvin Cooper</p> <p><u>Secretary</u> Jasmine Stuart</p> <p><u>Student Reps.</u></p>	<p><u>Guests</u> Lina Filacchione Normand Lanthier</p> <p><u>Absent Student Reps.</u> CSU - Priscilla Gomez GSA -</p>

- I. Comments from the Chair (M. Cooper)
- II. Adoption of the Agenda
Presented by R. Buckland
Seconded by T. Fancott
- III. Adoption of previous minutes dated February 11, 2009
Presented by R. Buckland
Seconded by A. Konyari
- IV. Comments from EHS Director (S. Magor)
In absentia by L. Filacchione:
 - Quarterly report on due diligence was prepared for the Board of Governors

- Violence and harassment prevention policy is being drafted by General Counsel from the report with support of the original task force. There may another policy and training programme to address psychological harassment.
- Policy on international travel is being developed by cross university Task force with the focus on risk management, tracking of travelers and emergency information. It will apply to students, staff and faculty.
- Working alone and after hours: draft of the report on current practices and a policy focused on safety, security and risk management is nearly complete.

V. Injury/Incident Summary (L. Filacchione)

There were 67 injuries/incidents since the last meeting; there were 2 CSST claims.

VI. Fire & Safety (N. Lanthier)

PA system

- Working to improve the PA system to ensure and improve the reach in the event of a fire or emergency such as shelter-in-place; hope to include speaker on the outside of large meetings.

Hotwork/False Alarms

- A close eye is being kept on hot work done by external contractors and that they are taking the necessary precautions to avoid alarms; contractors will pay any incurred fines for any alarms they trip
- We received our first “free” fine this month; every building/civic address gets one free call
- Loyola campus has one civic address so it has been agreed with the city that every building will get one free false alarm.
- At current all fines incurred will be contested, especially those caused by malicious behaviour; legal council has been consulted
- False alarms have shown a sharp decrease across the University in the last year
- Committee raised concerns that as a public institution we are in fact using public money top pay any fees incurred and would like the issue brought to the attention of the city

Fire Safety Plans for Large Buildings

All necessary info will be gathered by the end of this month, with plans to have the info submitted to the city by the end of May

VII. Business arising from minutes of previous meetings

a) **Internal/External Inspections** (L. Filacchione)

Fine Arts inspections are complete and the report will be ready for next meeting

b) **Financial Aid & Awards Update** (L. Filacchione)

Recent mold air sampling results were very good. Similar to the results in January. All requested information as to what was done regarding air monitoring and decontamination process was sent to the doctor mandated by public health to follow-up on this case. We have heard nothing further from him, despite numerous attempts to follow-up with him and have requested that the file be closed if no further action is to be taken.

c) **Asbestos Progress Report / CSST Intervention Report** (L. Filacchione)

There were two CSST intervention reports since the last meeting: one for an extension to submit our updated asbestos management program, which has since been submitted, even though it is still in draft. Minor things left to be completed for the program including an asbestos permit for moderate risk work, therefore allowing better oversight of projects involving asbestos.

The other was for 2 rooms in the Hall containing friable asbestos on the beams, one of which had exposed beams. All corrective measures, including encapsulating the exposed asbestos were completed. Facilities Management has purchased a portable reusable enclosure for work above the ceiling tiles in the Hall Building.

d) *Safety Newsletter - distribution and where will it be posted* (J. Brisebois)

The Safety Awareness newsletter was printed a month ago and includes tips on personal safety for students. It was included as an insert in the Link and is available on Security's website.

There was a request from the committee that copies be made available for the School of Extended Learning to ensure Continuing Education students have access to the information.

e) *Pedestrian Safety* (R. Young)

VIII. New Business

a) *Injury and Incident Annual Report Update* (L. Filacchione)

The report will be ready to be presented at the next committee meeting. The statistical analysis of all injuries, incidents and hazards has been completed. The recommendations and the analysis of CSST claims remain to be done.

b) *Animals on campus* (R. Young)

B. Gaudreau in absentia:

- A neighbour at Loyola requested that we work harder to control dogs on campus
- Increase signage and request that security increase patrols
- Issues include loose dogs, not picking up after dogs, and those that are afraid of dogs feeling intimidated
- Security agents aren't peace agents and therefore can't and will not fine people
- Feedback from committee: look into the possibly creating a dog park on the greenspace behind the Hingston Residence.
- McGill has a fenced in area that is dog free

B. Gaudreau will look into the dog park.

c) *EN Air Quality* (L. Filacchione)

Recently part of a wall in the EN annex had to be removed in order to assess the structural stability of the wall, which was visibly protruding. There was mold found behind the wall from a leaking roof. The mold was removed and the open wall was enclosed with plastic sheeting, but it was recommended that the staff (Career and Placement services) relocate until air monitoring was performed. The results were very good (no mold contamination) and therefore it was suggested that staff may return to the area.

d) *Safety Officer Training* (L. Filacchione)

Safety officer training for engineering was done last week. We are hoping to use this training as a template for all other safety officers within the next coming months.

e) CNSC Inspection Report (L. Filacchione)

On February 18th the annual inspection for radioactive material was performed by the Canadian Nuclear Safety Commission. 6 deficiencies were found overall, all of which have since been corrected. A copy of the report along with the response is available from EH&S.

IX. Security Updates (J. Brisebois)

Annual Report

The completed report is not yet available but the data has been collected and analysed.

- 803 security related incident occurred in 2008; a 16.9% decrease from 2007
- A significant drop from 2600 incidents in 2001
- Not expected to get any lower but there is room for improvement in some areas; other are not within the control
- 80% of the incidents were at SGW, with the remaining 20% at Loyola
- 25% of incidents are theft; this can be decreased with increased public awareness
- 19% of incidents were due to personal sickness; personal awareness and increased collaboration with Health Services could decrease this number
- 10% of incidents were "assistance provided to" during illness or incident near or on campus
- Athletics is the most common location for incidents with the Tim Horton's in the LB as second. Most of these incidents are theft.
- A sharp decrease in the number of incidents in the library with the installation of cameras
- Security has two technicians working on IT issues related to security; involved in 15 major and 39 minor projects, and actively consulting with departments
- Diverse staff: 19 different countries of origin and 13 different languages among the staff
- Low turnover among agents at 16.3% with an industry average of 40%
- New website launched in October
- A preventionist was hired; they have produced the new newsletter and the designed a non-violent intervention training (100 people have been trained with a goal of 350 by 2010)
- Job audit and on the job training is being done to ensure consistent service and standards are being met throughout all teams on all shifts; performance indicators and training are to be developed
- Security has consulted /advised with half a dozen universities over the last year

Comments/Questions from the Committee:

- Concerns that some staff have signed up for the training on non-violent intervention but heard nothing. J. Brisebois said that people on the front line were given priority in the

getting the training and received over 400 requests. There have been a lot of cancellations resulting in several classes being under capacity

- Security could better collaborate on decreasing personal illness by helping communicate services that help students find balance: People's Potato, Mother Hubbards, Emergency Food Vouchers, CSU/CUAA refreshment breaks while the library is open 24 hours a day; ASFA sleep rooms and wake-up service. Also, showering options are being negotiated with the gym in the EV.

X. Points of Information

- a) The CREPUQ 24th colloque on health and safety is being organized for October 29th at Universite du Quebec in Trois Rivieres.
- b) Concern from CUSSU that the RF building is scheduled to be relocated, except for on person that will not have access to a panic button or other means of signaling distress.

XI. Adjournment

Presented by A. Wilson-Wright

Seconded by G. Weir