

**MANITOBA WORKPLACE SAFETY & HEALTH DIVISION
COMMITTEE MINUTE FORM**

Name of Workplace	<u>Mgmt. Members</u>	<u>Occupation</u>	<u>Attend.</u>
The University of Winnipeg	Laurel Repski	V.P. Human Resources	Present
515 Portage Avenue	Hugh Swan	Exc. Director of Fac. Mgt	Regrets
Winnipeg, MB R3B 2E9	Gary Pawlychka	Assoc. Controller, Financial Svcs	Regrets
Tel: 786-7811	Len Cann	Asst. Director, Eng. and Maintenance	Present

Fax: 774-2935

Date: Wednesday, March 11, 2009
Next Mtg: Wed., May 13, 2009
of Empl: Approx. 800

<u>Employee Members</u>	<u>Occupation</u>	<u>Attend.</u>
Werner Danchura	Chem. Prof.	Present
Glen Einarson	Phys Plant	Present
Deanna Pollock	Ins. & Capital Acct.	Present
James Hanley	History Prof.	Present
Kim Monson	Geog. Tech.	Present
Ed Duval	Shipping/Rec.	Present
Doug Williams	Psych. Prof.	Present
Susan Wiste	Biol. Tech.	Present
Ted Turner	Students' Assoc.	Present
David Mauro	Security	Present

Resource persons Barbara Doran, Dara Klym, and Martin Grainger from The University and Stephen Josephson from Chartwells were also present at the meeting.

A. APPROVAL OF MINUTES OF NOVEMBER 26, 2008

Amendment to the Minutes of November 26, 2008:

Under Item E: Safety Program: The Accident Report is on-line but needs to be made more accessible.

Minutes Approved: Ed Duval/Kim Monson

APPROVAL OF THE AGENDA

Item F. Other Business will be moved to follow Item B.

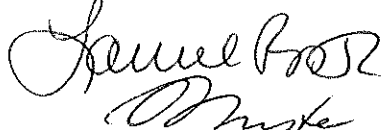
The Agenda for the March 11, 2009 meeting was approved as amended.

Agenda Approved: Ed Duval/James Hanley

B. BUSINESS ARISING FROM THE MINUTES

1. Smoking – Laurel Repski and Hugh Swan have not had formal discussions regarding Collegiate students smoking on campus. In informal discussions, the Dean of Collegiate has noted that a plan has been developed. Len Cann reported that an alarm has been placed on the Westside exit door to deter students from exiting and smoking at this location. There have been complaints from people entering and exiting the doors on Spence Street, re students smoking under the awning and blocking the entrance. This is also a similar problem at the Lockhart entrance. The UWSA will meet with Laurel Repski, and/or Dara Klym, Security and Physical to develop a strategy and bring back recommendations to the Committee.

IN MY OPINION THE ABOVE IS AN ACCURATE RECORD OF THIS MEETING



(X) Management Co-Chair – Laurel Repski

() Employee Co-Chair – Susan Wiste

2. Poster Policy – A new Poster Policy is being developed and on completion will need approval by the Board of Regents. Ted Turner will meet with Jodene Baccus to review the poster policy and report back to the Committee.
3. Asbestos – BryceHall has had an asbestos survey done and Manitoba Hall, Ashdown Hall and Lockhart Hall are in the process of having surveys done. Dara Klym will contact Pinchin to verify if doors containing asbestos will be identified. Education and awareness are important for faculty and staff. There will be a town hall meeting this term and a one-pager developed for all faculty and staff. Dara Klym is waiting for a quote from Pinchin for the presentation.

F. OTHER BUSINESS

Marty Grainger reviewed the Emergency Response Framework previously distributed to the Committee. The following was noted:

- Good working relationships have been developed with the police, fire department, EMO, etc. and a formalized agreement will be made with same. The plan has also been shared with these groups.
- The Emergency Response program will be discussed with students during orientation and this will need reinforcement from faculty.
- Evacuation drills and lockdown drills will be held.
- The intent is to have the program in place by the fall.
- With regard to WHMIS, the training takes place but is not standardized. Dara Klym will review the WHMIS booklet and recommend to faculty that they use the standardized booklet. WHMIS training can also be found on the UW website.

C. REPORTS FROM SUBCOMMITTEES

1. Radiation
Dara Klym reported that security inspections will be done in early spring.
2. Health
Marty Grainger has been working on pandemic preparation. (Deferred to next meeting)
3. Fire
Len Cann reported that Phase 2 of the alarm upgrades to the campus (Centennial Hall, Lockhart and Riddell) will be completed May/June. He noted that the new system is text capable and has voice-over communication that is linked directly to Security. The University is asking for funding to being Phase 3 of the alarm upgrades and the upgrades should be completed by the end of 2009.
4. Laboratories
No inspections have been done this term.
5. Workshops – no report
6. General Inspection – no report
7. Security
David Mauro reported that Security has their own Standard Operational Procedures in place. Security has on-line access control to all campus perimeter doors except Rice and MacNamara.
8. Bottled Water on Campus
The UWSA will be spearheading a ban on bottled water on campus and will be going to the students for their input in a referendum.

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D. **SAFETY INCIDENT REPORTS SUMMARY**

The report was reviewed as distributed.

E. **SAFETY PROGRAM** – no report

F. **OTHER AGENDA ITEM**

Management Representation on the Committee

One more representative is needed from Management. Susan Wiste and Laurel Repski will correspond with Brian Stevenson, Provost & Vice-President (Academic), requesting a representative from Academic Administration.

New Member

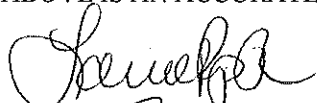

Cass Elliott – the new General Coordinator for UWSA was introduced. Mr. Elliott will be replacing Ted Turner on the Committee

G. **NEXT MEETING**

The next meeting will be held on May 13, 2009.

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Management Co-chair – Laurel Repski

Employee Co-chair - Susan Wiste