




Faculty of Pharmacy Joint Health and Safety Committee Minutes

Date:	2022-03-01		
Time:	01:00 PM		
Location:	Virtual, [Campus], [Building], MS Teams		
Present	Name	Member Category	Building & Department
✓	Paul Grootendorst, Co-Chair	Faculty	Leslie L. Dan Pharmacy Building, 144 College Street, [Department]
✓	Zarko Zlicic, Co-Chair	USW 1998	Leslie L. Dan Pharmacy Building, 144 College Street, [Department]
✓	Ruth Carew	USW 1998	Leslie L. Dan Pharmacy Building, 144 College Street, [Department]
✓	Samuel D'Alfonso	USW 1998	Leslie L. Dan Pharmacy Building, 144 College Street, [Department]
✓	David Dubins	Non-Union Admin - Management	Leslie L. Dan Pharmacy Building, 144 College Street, [Department]
✓	Tina Harvey-Kane*	Non-Union Admin - Management	Leslie L. Dan Pharmacy Building, 144 College Street, [Department]
✓	Jeffrey Henderson	Faculty	Leslie L. Dan Pharmacy Building, 144 College Street, [Department]
✓	Irene Tang*	Non-Union Admin - Management	215 Huron Street, [Department]
✓	Tammy Taylor Deane	USW 1998	254/256 McCaul Street, [Department]
✓	Jack Uetrecht	Faculty	Leslie L. Dan Pharmacy Building, 144 College Street, [Department]
✓	Donald Wong	USW 1998	Leslie L. Dan Pharmacy Building, 144 College Street, [Department]
Guest (Name, Title, Department):			
<i>*Certified Member</i>			

Item	Agenda Item	Discussion	Follow-up/Action
1.0	Call to Order at 1:04pm		
1.1	Approval of This Agenda	Approved	
1.2	Approval of Minutes of Previous Meeting	Approved via email on Friday, January 7, 2022.	
2.0	Items Arising from the Minutes and Responses	None	
3.0	Incident/Accident Review (Healthcare/Lost Time)	None	
4.0	Monthly Workplace Inspection		
4.1	Completed Inspections and Findings	<p>Since the last meeting, the following spaces were inspected:</p> <ul style="list-style-type: none"> - December, 254/256 McCaul Street, 4th Floor - January, Lower Floors, 4th to B3 - February, LDFP, common spaces <p>Major items noted:</p> <ul style="list-style-type: none"> - No evidence of eye wash stations being flushed - Items not disposed of properly 	Area supervisor informed of any hazards noted during the inspection.



		- Cardboard in cold room may cause mould growth	
4.2	Upcoming Inspections	A live document shared with the JHSC to determine 2022 workplace inspection schedule.  2022 Workplace Inspection Schedule	
5.0	Policy or Program Updates/Education	JHSC Newsletter The JHSC is encouraged to review the newsletter as it contains important information and resources. Please provide/distribute the newsletter accordingly. For a list of previously sent newsletter: https://ehs.utoronto.ca/jhsc-newsletter/	For info
6.0	New Items/Discussions	University Level H&S Meeting Faculty of Pharmacy is compliant and completed WHMIS requirement. HECMET (chemical inventory system) will be implemented in the near future focussing on wet labs. This project will require EHS support. Chemical fume hood maintenance/certification is captured on a yearly basis which include de-certification however, not captured if fume hood is down. There are other ongoing issues (i.e., regularly flushing of eye washes, removing cardboard boxes from cold room, etc.) that still require improvement. Worker Member Certification Previously, a worker member was approved by their union to complete JHSC Certification training however, the worker has since left the committee. The JHSC requires a worker member to complete JHSC Certification training. Worker member should discuss amongst themselves who would like to complete training and once approved by union, EHS can register them. The training requires: <ol style="list-style-type: none"> 1. Part 1, 3 consecutive days via PSHSA 2. Part 2, 2 consecutive days via EHS must be completed within 12 months of completing Part 1. 3. Refresher, every three years via EHS First Aid Training Anyone with an expired certificate is encouraged to get recertified as the previous extension due to COVID-19 is no longer in effect. To register, please see EHS First Aid Training . First Aid certification is valid for three years. Upcoming Data Security Information PIs working with partner entity for grants are required to complete due diligence portion confirming they are aware where the data security is coming from. Considerations should be made to have a boiler plate for PIs as questions will arise.	For info Ongoing For info For info



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7.0	Next Meeting	June 2022, TBD
8.0	Closure of Agenda	

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Worker Co-Chair Approval	Date	Management Co-Chair Approval	Date
Resources: EHS JHSC Listing and Resources JHSC Agenda Template JHSC Minutes Template JHSC Workplace Inspection Template JHSC CUPE3902 Unit 1 and Unit 3 Pay Request Form		Distribution of the Minutes: Responsible Line Manager Department Heads Health and Safety Boards EHS JHSC (ehs.jhsc@utoronto.ca) JHSC SharePoint	