




Faculty of Pharmacy Joint Health and Safety Committee  
Minutes

<b>Date:</b>	2022-06-13		
<b>Time:</b>	01:00 PM		
<b>Location:</b>	Virtual, [Campus], [Building], MS Teams		
<b>Present</b>	<b>Name</b>	<b>Member Category</b>	<b>Building &amp; Department</b>
✓	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, EHS
✓	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]
✓	Elizabeth Huynh*	Non-Union Admin - Management	215 Huron Street, EHS
<b>Guest (Name, Title, Department):</b>			
<i>*Certified Member</i>			

Item	Agenda Item	Discussion	Follow-up/Action
1.0	Call to Order at 1:01pm		
1.1	Approval of This Agenda	Approved	
1.2	Approval of Minutes of Previous Meeting	Approved	
2.0	Items Arising from the Minutes and Responses	<p><b>Worker Member Certification</b></p> <p>Previously, a worker member was approved by their union to complete JHSC Certification training however, the worker has since left the committee.</p> <p>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:</p> <ol style="list-style-type: none"> <li>1. Part 1, 3 consecutive days via PSHSA</li> <li>2. Part 2, 2 consecutive days via EHS must be completed within 12 months of completing Part 1.</li> </ol>	Ongoing



		3. Refresher, every three years via EHS	
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"> <li>- March, Floors B1, B2, and B3</li> <li>- April, Report Pending</li> <li>- May, Floors 9 to 13, Hallways, cold rooms, stairwells, solvent storage rooms (on 13th floor)</li> </ul> <p>Major items noted:</p> <ul style="list-style-type: none"> <li>- N/A</li> </ul>	Area supervisor informed of any hazards noted during the inspection.
4.2	Upcoming Inspections	<p>A live document shared with the JHSC to determine 2022 workplace inspection schedule.</p> <p> <a href="#">2022 Workplace Inspection Schedule</a></p>	
5.0	Policy or Program Updates/Education	<p><b>JHSC Newsletter</b></p> <p>The JHSC is encouraged to review the newsletter as it contains important information and resources. Please provide/distribute the newsletter accordingly.</p> <p>For a list of previously sent newsletter: <a href="https://ehs.utoronto.ca/jhsc-newsletter/">https://ehs.utoronto.ca/jhsc-newsletter/</a></p>	For info
6.0	New Items/Discussions	<p><b>University-Level H&amp;S Meeting</b></p> <p>Faculty of Medicine and Faculty of Pharmacy accident/incident report are being combined in reporting – this should not be the case as they are separate faculties.</p> <p><b>First Aid Training</b></p> <p>This blended training is for the identified First Aiders and designed to meet the University’s obligations under Regulation 1101 under the Workplace Safety and Insurance Act. Only identified First Aiders who are responsible for identified First Aid Stations will be allowed into these sessions. The University will pay for two (2) First Aiders to attend per First Aid Station. For more information, please see <a href="#">First Aid Training</a>.</p>	<p>For info</p> <p>For info</p>
7.0	Next Meeting	September 2022, TBD	
8.0	Closure of Agenda		

Click or tap here to enter text.	Click or tap to enter a date.	Click or tap here to enter text.	Click or tap to enter a date.
Worker Co-Chair Approval	Date	Management Co-Chair Approval	Date
<p>Resources:</p> <p><a href="#">EHS JHSC Listing and Resources</a></p> <p><a href="#">JHSC Agenda Template</a></p> <p><a href="#">JHSC Minutes Template</a></p> <p><a href="#">JHSC Workplace Inspection Template</a></p> <p><a href="#">JHSC CUPE3902 Unit 1 and Unit 3 Pay Request Form</a></p>		<p>Distribution of the Minutes:</p> <p>Responsible Line Manager</p> <p>Department Heads</p> <p>Health and Safety Boards</p> <p>EHS JHSC (<a href="mailto:ehs.jhsc@utoronto.ca">ehs.jhsc@utoronto.ca</a>)</p> <p><a href="#">JHSC SharePoint</a></p>	