



UNIVERSITY OF TORONTO

Faculty of Pharmacy Joint Health and Safety Committee Minutes

Date:	2024-03-05		
Time:	11:00 AM		
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]
✓	Azza Al-Mahrouki, Co-Chair	Research Associate	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]
✓	Ethan Lo*	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]
✗	Ashley Cheng	CUPE 3902, Unit 1	Leslie L. Dan Pharmacy Building, 144 College Street, [Department]
✓	Laura Warman	USW 1998	Leslie L. Dan Pharmacy Building, 144 College Street, [Department]
✓	Kate Leuschen	USW 1998	Leslie L. Dan Pharmacy Building, 144 College Street, [Department]
✓	Adam Tarzwell	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 11:03am.	The LDFP JHSC welcomed our newest member Ethan Lo from EHS. Ethan is taking on the role formerly held by Elizabeth.	
1.1	Approval of This Agenda	Approved.	
1.2	Approval of Minutes of Previous Meeting	Approved.	
2.1	Items Arising from the Minutes and Responses	First Aid Kits – Tina provided estimates of # people regularly working on each floor of 144 College. Have not yet determined the adequacy of kits on each floor.	Ethan and Paul will review kits on each floor and assess whether these are adequate.
2.2		Spill kits – Azza asked for clarification on the frequency of inspection of wet lab spill kits and who is responsible for wet lab spill kits? Lab PIs are responsible. Inspection of spill kits take place during the periodic wet lab inspections that are lead by JHSC worker members.	



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3.0	Incident/Accident Review (Healthcare/Lost Time)	None	
4.0	<p>Monthly Workplace Inspection: Following locations were inspected since last meeting:</p> <ul style="list-style-type: none"> • B1 - B3 on Jan. 10, 2024, • 254/256 McCaul St. on Jan. 29, 2024, • Floors 2 - 5 on Feb 22, 2024. <p>An inspection on Dec. 11, 2023 found that ground fault plugs were needed in the 9th floor Li lab. These plugs have been installed.</p>		
4.1	Completed Inspections and Findings	Completed inspection reports are available in the “Faculty of Pharmacy folders” available online in the MS Teams JHSC SharePoint section.	Azza will coordinate the inspections of locations in March, April and May 2024.
4.2	Upcoming Inspections	You can find an up-to-date 2024 schedule in Faculty of Pharmacy folders” available online in the MS Teams JHSC SharePoint section.	
5.0	Policy or Program Updates/Education	<p>JHSC Newsletter</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 newsletters: https://ehs.utoronto.ca/jhsc-newsletter/</p>	For info
6.0	New Items/Discussions	Jeff H indicated that he is leading an initiative to install temperature sensors in the -80 degree freezers.	For Information
6.1	New Items/Discussions	Jeff H indicated that he is requesting assistance of EHS personnel to ensure that the wet labs have up to date biosafety certificates and training.	For Information
7.0	Next Meeting	Early June 2024, TBD	
8.0	Closure of Agenda		

Approved Via Email by Azza Al-Mahrouki	3/6/2024	Approved Via Email by Paul Grootendorst	3/5/2024
Worker Co-Chair Approval		Management Co-Chair Approval	
<p>Resources:</p> <p>EHS JHSC Listing and Resources</p> <p>JHSC Agenda Template</p> <p>JHSC Minutes Template</p> <p>JHSC Workplace Inspection Template</p> <p>JHSC CUPE3902 Unit 1 and Unit 3 Pay Request Form</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 (ehs.jhsc@utoronto.ca)</p> <p>JHSC SharePoint</p>	