

**JOINT HEALTH AND SAFETY COMMITTEE MEETING OF
THE DEPARTMENT OF ASTRONOMY AND ASTROPHYSICS
&
DUNLAP INSTITUTE FOR ASTRONOMY AND ASTROPHYSICS**

HELD ON SEPTEMBER 25, 2017, 10:00A.M. – 11:00A.M., CONFERENCE ROOM AB101-H

Minutes respectfully submitted by Alice Chow, Recording Secretary

ATTENDANCE: Angela Choi, Alice Chow, Emily Deibert, Rob Figueiredo, Suresh Sivanandam, Christine Weidner, Mike Williams, and Hugh Zhao

ABSENT: Dae-Sik Moon and with regrets

- 1. Approval of Agenda:** Approved.
- 2. Approval of Minutes of Meeting March 28, 2017:** Minutes approved.
- 3. Business arising from minutes of previous meeting:** For Item 4, C. Weidner added that the JHSC meeting before the March HSC talked about the new Part 2 JHSC training. The Ministry of Labour recently approved the UofT to provide Part 2 JHSC Training. The training would be taken after Part 1 has been completed and results in full JHSC certification. The new JHSC Certification Training Standards came into effect March 1, 2016. For more details on eligibility requirements please visit the JHSC certification webpage: <https://ehs.utoronto.ca/jhsc/certification/>. That JHSC meeting also talked about the clarification on the definition of Regulation 834: Critical Injury - Clause 1(d) of Regulation 834 stipulates that an injury of a serious nature is a "critical injury" if it involves the fracture of a leg or arm but not a finger or toe. The Ministry of Labour interpreted this provision as including the fracture of a wrist, hand, ankle or foot – i.e. any such fracture would constitute a critical injury if it is of a serious nature. While the fracture of a single finger or single toe does not constitute a critical injury, the ministry takes the position that the fracture of more than one finger or more than one toe does constitute a critical injury if it is an injury of a serious nature. Link to MOL clarification: https://www.labour.gov.on.ca/english/hs/critical_injury.php For Item 8 noise complaint on Nov 2, 2016, C. Weidner reported that the equipment in question was stopped immediately. The Project Manager confirmed that although the project had the same activity before and did not suffer the same type of noise issues, this particular truck seemed to be louder and produced a more resonant frequency than other similar equipment. The general contractor was made aware of the issue and were advised that the Project would not allow this particular vacuum truck to operate on this site due to the noise concerns. For Item 3, H. Zhao reported that C. Weidner has forwarded the first aid information to him. H. Zhao has contacted Caroline Rabbat, Director, Critical Incidents, Safety & Health Awareness at FAS same day after the March meeting. C. Rabbat was delighted to provide the training on sexual harassment. Her presentation could be adapted to meet our needs and the target audience was up to us, e.g. HSC committee, interested faculty, support staff. All agreed to open it up to wider audiences and suggested having two-tier training, one for everyone and one for HSC as well as faculty. S. Sivanandam also suggested having potential scenarios for discussion. H. Zhao would

contact the chair and director to see if they agree with the arrangement. He would then discuss with C. Rabbat.

For Item 8 on fire prevention signage and local emergency contact numbers, M. Williams said he has not followed up yet. C. Weidner would take care and cc'd M. Williams.

For Item 6 on fire prevention, S. Sivanandam reported that he has removed the wooden pallets which belonged to his lab and marked trash. The wooden pallets would be cleaned out by the caretaker.

- 4. Report from Joint Health and Safety Committee (South) (M. Williams):** M. Williams reported that the June 29 meeting discussed asbestos inspection and there was a new website for asbestos. M. Williams was unable to attend the Sept 18 meeting and C. Weidner reported that items have been discussed in the Sept meeting include the new respiratory protection training (online) and a new chemical storage flowchart published by the EHS (<https://ehs.utoronto.ca/wp-content/uploads/2014/06/Chemical-Storage-Flowchart.pdf>).
- 5. Inspection Report, Plan and Assignment (A. Choi, M. Williams, R. Figueiredo):** M. Williams reported that he would be inspecting the telescope and would contact C. Weidner to join the inspection. C. Weidner reported that the FAS has a new initiative regarding laboratory safety inspection of all FAS wet laboratories that have never been inspected by EHS and did not have any permit. M. Williams has volunteered to be present during the inspection.
- 6. Training and Certification (H. Zhao):** H. Zhao reported that Nolan Denman has been re-certified and Zoe Jaremus has recently been certified for first-aid. Lillian Lanca has submitted a request to re-certify for first-aid. Emily Deibert would ask if any Graduate student would be interested to get certified and who have already been certified. Upcoming First Aid Training Dates: <https://ehs.utoronto.ca/training/first-aid-training/>
- 7. Online Basic Occupational Health & Safety Awareness Training (A. Choi):** A. Choi reported that the current practice was to send out an announcement to everyone in September when new academic year start to ask people to go online to do the training. So far the responses were positive and new students and new postdocs did send back their training confirmations to demonstrate that they had completed the online training. However, A. Choi raised the concern that there was still no way to check who have not completed the training. A. Choi requested C. Weidner to send another reports for the department and Dunlap Institute to A. Choi and A. Chow such that they could follow up with those who have not complete the training.
- 8. Other Business: Broken chairs:** H. Zhao noted that a few office chairs were broken and might have hazard. He has then informed A. Choi and got a few new chairs to replace the broken ones. Students with accommodation needs: S. Sivanandam asked for the proper procedures if graduate students require accommodation, e.g. workstation to accommodate special physical needs. C. Weidner said the students should go to the Accessibilities Services to present their challenges. They would be required to present the letters from the physicians and what accommodations would be required. For graduate students who were also paid staff, they should contact the

Health & Well-Being Programs and Services. C. Weidner would circulate the pamphlet which includes the proper procedures and contact information.

Asbestos in MP: A. Choi reported that asbestos were found in MP1603, 1603B and 1604. C. Weidner added that the university was following up on these according to the proper protocol. She added that everyone could check the asbestos status through the asbestos database within the FAS website. Please email C. Weidner if any room that asbestos have been found but not reported in the database. She would update the database accordingly.

Basement renovation: A. Choi reported that AB85 and AB88 would be converted to a lab for the new faculty next year. AB82 would then be converted to a conference one. Asbestos issues will be taken care of when carrying out the renovation.

9. Next Meeting: The next meeting will be held in March 2018.

10. Meeting adjourned at 10:52am