

Date & Time: April 20, 2023, 1-2:45pm MST

Location: U216 & Google Meet

Name	Position	Present
Arleen Gallo	AVP, Human Resources (Employer Co-chair)	<input checked="" type="checkbox"/>
Amy McCarthy	MRSA representative	<input checked="" type="checkbox"/>
Cheryl Kean	Exempt Representative	<input type="checkbox"/>
Crystal Koch	VP, MRSA (Employee Co-chair)	<input checked="" type="checkbox"/>
Curtis Lang	Manager, Financial Reporting & Accounting Ops	<input checked="" type="checkbox"/>
Helena Myllykoski	MRFA representative	<input checked="" type="checkbox"/>
Joe Frazao	MRSA representative	<input checked="" type="checkbox"/>
Mark Keller	Director, Residence Services	<input type="checkbox"/>
Maureen Evans	Manager, Student Systems & Communications	<input checked="" type="checkbox"/>
Milena Radzikowska	MRFA representative	<input checked="" type="checkbox"/>
Robert Siklodi	Manager, EH&S	<input checked="" type="checkbox"/>
Scharie Tavcer	MRFA representative	<input checked="" type="checkbox"/>
Guests to JOHSC: N/A		

Meeting Minutes

Items & Topics

- | | |
|---|--|
| 1 | 1. Approvals
13-Mar-23 JOHSC Minutes |
|---|--|

Action Items:

Post to JOHSC website: include before post

2

New Business:

2.1 JOHSC Recommendation Incident Reporting

- Review of the JOHSC Incident Reporting.
- JOHSC would like inspection reports to review.
- Purpose of this is how the information comes to JOHSC.
- Would like high level incidents for security
- Clarify employee incidents reports, student related during class.
- More details in reporting, and trend the data - do not capture in recommendation document.
- How are psycho-social hazards captured on the inspection?
- recommendation #1 Templates need to be run by the FOIP office.
- Recommendation for 1b - we can already have a subcommittee.
- Security incidents from employee and students will be reported through EHS.
- Year end report template- how it is distributed, no historical context, not in the Act - could we put this in the minutes.
- Standardization of reporting to JOHSC for incident reports or a standardized reporting place/entry report.
- Recommendation #3 - reporting out to community, can we offer recommendations for communicating out to the community. After an incident has happened. ie. things that are harmful/dangerous.
- Crisis communication necessary in recommendation #3. Encouraging individuals to communicate with people in JOHSC
- There are different committees on site that we get experts from Mar-Comm to help close the loops.
- Incident reports anonymously, can this happen - yes but can come through the JOHSC.
- Incident reporting into johsc, another round for inspection reporting.

Vote on submitting to Amy. remote vote with a timeline - before wednesday April 26th.

Recommendation form template - voted and approved

2.2 JOHSC Annual Report to MRFA due April 15th?

- sent to MRFA already from individual faculty members

2.3 Resignation from JOHSC

	<ul style="list-style-type: none"> - 1 Management role resigned there is communication from Co-chair out to community to find replacement. <p>2.4 https://www.ccohs.ca/events/mourning/</p> <ul style="list-style-type: none"> - Mar-comm to help with on the
<p>Action Items: EHS Manager to speak with Mar-comm to recognize the Day of Mourning</p>	
3	<p>Previous Business</p> <p>3.1 Update on external lawyer questions</p> <ul style="list-style-type: none"> ● add to june 13th agenda, JOHSC answers to be shared. <p>3.2 JOHSC process and procedure documentation project</p> <ul style="list-style-type: none"> ● How JOHSC does these things not how MRU does it. <p>3.3 Action plan summary JOHSC Summary of Action Items</p> <ul style="list-style-type: none"> ● summary of action items ● status of terms of reference?
<p>Action Items: May meeting canceled. maybe adjust June date, prior to June 15th. August meeting. 3.1 external lawyer answers to be shared with the group. 3.3 TOR - Co-chair to nudge university secretariat</p>	
4& 5	<p>Incidents</p> <p>4.1 EHS</p> <ul style="list-style-type: none"> ● Review of Incidents from March 7- Apr 13, 2023 . <p>4.2 Security - did not get to</p> <p>4.3 HR - did not get to</p> <ul style="list-style-type: none"> ● V&H incident did not get to it. <p>5. Reports - did not get to</p>
<p>Action Items:</p>	