



4-6 Develop a Safety Policy and Health and Safety Program – Deferred.

4-7 Update on discussion with HPA regarding covered handicapped parking meters – S. Johnson-Legere advised that she will discuss the meters with HPA at a meeting planned for early December. **ACTION: S. Johnson-Legere will provide up date at the next meeting.**

4-8 Update on Safety Audit – Co-Chair Jennings advised that he will be obtaining and reviewing quotes from 3 organizations. Once quotes are received and reviewed a decision will be made about the timing of the audit. **ACTION: G. Jennings will provide a report at the next meeting.**

4-9 Update on safety training sessions – Co-Chair G. Jennings advised that sessions have been scheduled for December 14 and 17. On a question by Co-Chair Thompson, Co-Chair Jennings advised that the session will review the Provincial Occupational Health and Safety Act. **ACTION: Co-Chair Jennings will send out notice.**

4-10 Update on Printmaking pallet lift – R. Turple reported that after conducting research he is unable to find an organization or an engineering who will certify the modified equipment. He recommended that a replacement unit be purchased and he will consultant with the area faculty and technician to discuss the requirements for the pallet lift.

4-11 Update on sculpture safety – Co-Chair Jennings noted that a meeting is scheduled for December 4 to review the incidents with those involved. **ACTION: Co-Chair Jennings will update the Committee at the next meeting.**

5. Incident Reports

October 23 – Student fell down 2 steps outside VRC. Student felt the stairs were freshly mopped but no signage was present. Student went to emergency room, x-rayed, and was on crutches. Facilities Management will speak to contract cleaners to ensure spills are cleaned up as soon as possible and wet areas are indicated with proper signage.

October 28 – Building Manager was advised that there was material blocking electrical cabinet in kiln area of the Ceramic Department. The Department was advised to remove the items and not to store items 3 feet in front of panel -- fire code of Nova Scotia.

October 28- Accessible washroom – mall area Granville – toilet backup/overflow, incident repeated November 22. Plumbers and remediation company called. Facilities Management is currently addressing the situation.

6. Due to time constraints the meeting adjourned.