Engineering Administration
Health and Safety Committee

Faculty of Applied Science and Engineering
University of Toronto

MINUTES

Date: December 1 2009
Time: 9:00AM
Location: Galbraith Building, GB173

<table>
<thead>
<tr>
<th>Member</th>
<th>Present (P)</th>
<th>Absent (A)</th>
<th>Member Category</th>
<th>Certified Member (X)</th>
<th>Work Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bryan, Gloria</td>
<td>(P)</td>
<td></td>
<td>E (USWA) Ex-Officio</td>
<td></td>
<td>Operations</td>
</tr>
<tr>
<td>Joanna Bujiejko</td>
<td>(P)</td>
<td></td>
<td>M</td>
<td></td>
<td>HR</td>
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<tr>
<td>Chong, Alan</td>
<td>(P)</td>
<td></td>
<td>M</td>
<td></td>
<td>ECP</td>
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<tr>
<td>Conte, Angie</td>
<td>(P)</td>
<td></td>
<td>W (USWA)</td>
<td></td>
<td>Finance</td>
</tr>
<tr>
<td>Foster, Jason</td>
<td>(P)</td>
<td></td>
<td>M</td>
<td></td>
<td>Engineering Science</td>
</tr>
<tr>
<td>Grife, Lesley</td>
<td>(P)</td>
<td></td>
<td>W (USWA)</td>
<td></td>
<td>RO</td>
</tr>
<tr>
<td>Moore, S</td>
<td>(P)</td>
<td></td>
<td>W (USWA)</td>
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<td>Operations</td>
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<tr>
<td>(*) W-Worker/Non-management</td>
<td>(P)</td>
<td>M-Management</td>
<td>E-Ex-officio</td>
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</table>
1) SPACE ALLOCATION INSPECTIONS:

Discussion of space allocations inspection was distributed as follows:

A) Leslie Grife to inspect Galbraith Building
B) Sean Moore and Alan Chong to inspect Sanford Fleming Building, Engineering Annex and 245 College Street
C) Joanna Bukiejko to inspect Bahen Centre for Information Technology – BCIT House (Decanal Suite), BA 1st and BA 8th Floors
D) Jason Foster to inspect Bahen Centre for Information Technology – 2nd Floor (Engineering Science)

____________________________________________________________________________________

2) OTHER BUSINESS:

A) Jason to look into the set-up of Wikipedia for shared access to EAHSC documents (mainly inspection updates) and discuss with ECF.
B) Leslie reported on the Galbraith Building incident involving emergency services and noted that it was very difficult for emergency service to get in the elevator with a stretcher. She also, mentioned that there is no wheelchair access to GB Lobby nor signage indicating where to access wheelchair access.
C) Gloria mentioned the need to improve signage in GB/SF and BCIT
D) Alan mentioned how dangerous the pedestrian crossing across from the Bahen Centre and Galbraith Building can be during class time.
E) Leslie reported the need to follow up on the safety of skateboarders skating across St. George from BCIT to GB
F) Lastly, Gloria reported on the gas smell in the Galbraith courtyard. She will follow up with Facilities and Services ER Call Centre regarding protocol (reporting, etc.)

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SIGNATURE:

(Gloria Bryan, Ex-officio, Faculty Joint Health and Safety Committee)

cc: Engineering Administration Health and Safety Website
Office of Environmental Health and Safety, 215 Huron Street, 7th Floor