MINUTES

Date: October 27, 2009
Time: 11:00AM
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>Chong, Alan</td>
<td>(P)</td>
<td></td>
<td>M</td>
<td></td>
<td>ECP</td>
</tr>
<tr>
<td>Conte, Angie</td>
<td>(A)</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>
<td></td>
<td>Operations</td>
</tr>
<tr>
<td>(*) W-Worker/Non-management</td>
<td>(P)</td>
<td>M-Management</td>
<td>E-Ex-officio</td>
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</tr>
</tbody>
</table>
1) **MINUTES OF THE PREVIOUS MEETING:**
Minutes of the previous meeting were approved by the committee.

2) **INSPECTIONS:**
As a result of the numerous office/program moves within the faculty, Gloria will develop an updated inspection spreadsheet which reflects these changes. She will distribute among committee members.

3) **OTHER BUSINESS:**
   a) **Committee Membership:**
      - J. Bukiejko will rejoin the EAHSC committee.
      - Gloria will consult Geoff Shirtliff-Hinds regarding the need to replace past members: L. Ng and S. Romas.
   b) **Inspection Memo:**
      Gloria will follow up on the purchase of the First Aid Kits for the various departments.
   c) **Posting of Minutes and Relevant Health & Safety Info:**
      - Electronic posting of all Minutes and other important information for EAHSC and JHSC meetings to the Faculty website in progress
      - Hard copy posting of all Minutes and other important information for EAHSC and JHSC meetings to the H&S Board updated
   d) Restocking and location of first-aid kits: In progress
   e) Shared access to workplace inspection reports: Allan Chong following up with ECF
   f) Propane cylinder storage in GB courtyard: Gloria to follow up with EHS

4) **NEXT MEETING:**
The next meeting is scheduled for Tuesday December 1, 2009.

**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