

Engineering Administration

Health and Safety Committee



Faculty of Applied Science and Engineering
University of Toronto

MINUTES

Date: October 27, 2009

Time: 11:00AM

Location: Galbraith Building, GB173

Member	Present (P) Absent (A)	Member Category (*)	Certified Member (X)	Work Location
Bryan, Gloria	(P)	E (USWA)Ex-Officio		Operations
Chong, Alan	(P)	M		ECP
Conte, Angie	(A)	W (USWA)		Finance
Foster, Jason	(P)	M		Engineering Science
Grife, Lesley	(P)	W (USWA)		RO
Moore, S	(P)	W (USWA)		Operations
(*) W-Worker/Non-management		M-Management		E-Ex-officio

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