

Engineering Administration

Health and Safety Committee



Faculty of Applied Science and Engineering
University of Toronto

MINUTES

Date: July 4, 2008

Time: 2:00PM

Location: Galbraith Building, GB173

Member	Present (P) Absent (A)	Member Category (*)	Certified Member (X)	Work Location
Bryan, Gloria	(P)	E (USWA)		Operations
Bukiejko, Joanna	(P)	M		HR
Chong, Alan	(P)	M		ECP
Conte, Angie	(P)	W (USWA)		Finance
Couture, Dani	(A)	W (USWA)		Adv./Alumni
Foster, Jason	(P)	M		Engineering Science
Grife, Leslie	(P)	W (USWA)		RO
Moore, Sean	(P)	W (USWA)		Operations
Romas, Sandy	(A)	M		PDC
Webster, Jim	(P)	W (USWA)		Adv. /Alumni
(*) W-Worker/Non-management		M-Management		E-Ex-officio

1) INSPECTIONS:

Jim Webster informed the committee members that the working area inspections have not been done properly. He will be following up with us soon on the proper procedures. Minor issues should be dealt with the supervisor within 21 days. A copy of the act should be posted with our names. There should be more certified members on the committee. First Aid station Gloria will check with Geoff Shirriff-Hinds, EHS as to the proper location of the kit. Leslie checks the stock of the first aid kit periodically and she is also the appointed CPR administrator.

2) OTHER BUSINESS:

Gloria reported on hazardous materials stored in GB 028, room designated to the “Concrete Canoe” student group which is currently undergoing investigation.

3) FUTURE MEETING DATE:

The committee will meet again on September 12th at 2:00PM.

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