

# ***Joint Occupational Health & Safety Committee***

## **Meeting**

Thursday March 26, 2009 @ 2:00 PM

Room #601

Class of 1970 Conference Room

ASU Students' Centre

**Present:** Meaghan McGibbon (Chair), Erin Curry, Shelley MacNeill, Janet Ross,  
and Jeff Waugh

**Absent:** Trevor Buckley

**Minutes:** Ian Morrison

### **1. Call To Order**

The meeting was called to order by the Chair at 2:08 pm. Ian Morrison was directed to act as Recording Secretary for the meeting.

### **2. Acceptance of Agenda**

BIRT the agenda be approved as circulated.

M/ Jeff  
S/ Erin

### **Motion Carried**

### **3. Review and Approval of Minutes of Last Meeting**

BIRT that the Minutes of the February 26th meeting of the Committee are adopted as presented.

M/ Janet  
S/ Shelley

### **Motion Carried**

### **4. New Business**

#### **(a) Work Order Report**

Ian Morrison was directed to review the Work Order Report for the period of February 25-March 26. During this time, 34 work orders were submitted to Physical Plant.

#### **(b) Accident Reports**

Ian Morrison reported that no Accident Report has been filed since the last meeting.

(c) Incident Reports

Shelley MacNeill advised the Committee that 7 Incident Reports were filed since the last meeting: 1 ID infraction, 1 alcohol infraction, 2 intoxication infractions, 1 incident of theft/assault, and 2 assaults. All matters have been processed through the University Judicial System.

(d) Violence Prevention Plan

Ian Morrison reviewed the third draft of the plan. The Committee discussed the draft and were satisfied with the revisions, with some minor grammatical changes. The Committee then decided to endorse the plan and send it to the ASU Executive for ratification.

BIRT the Violence Prevention Plan for Bar Services and the Violence Prevention Plan for Building Operations be accepted and forwarded to the ASU Executive for approval.

M/ Shelley

S/ Jeff

**Motion Carried**

**5. Questions/Announcements**

None.

**6. Establishment of Next Meeting Date**

The next meeting of the Committee will be tentatively held on April 23 @ 2:00 pm in the Class of 1970 Conference Room.

**7. Adjournment**

The meeting adjourned at 2:38 pm.