



**McMaster University  
Libraries & Museum Joint Health and Safety  
Committee Minutes**

Tuesday September 26, 2023  
2:00 – 3:00  
MS Teams



<b>Management Member</b>	<b>Department</b>	<b>Affiliation</b>	<b>Certified?</b>	<b>Attendance</b>
M. Hotson	Mills Library	TMG		N
C. Nicol	Mills Library	TMG	Y	N
A. Pearce	Innis Library	TMG		Y
C. Podedworny	Museum of Art	TMG	Y	Y
L. Serviss	Mills Library	MUFA		N

<b>Worker Member</b>	<b>Department</b>	<b>Affiliation</b>	<b>Certified?</b>	<b>Attendance</b>
J. Adlington	Mills, Collections (Co-Chair)	MUALA		Y
A. Erasmi	Innis Library	Unifor Local 5555	Y	Y
T. Gregorio	Museum	Unifor Local 5555		N
D. Hartz	MacPherson	Unifor Local 5555	Y	Y
A. Schell	Mills, Research Collections	Unifor Local 5555	Y	Y
B. Sostar	Makerspace	Unifor Local 5555		Y
K. Compton	Thode Library	Unifor Local 5555	Y	Y
G. Woods	Facilities – Mills, Thode, Innis	Unifor Local 5555		Y
A. Snively	Mills Library	Unifor Local 5555	Y	Y

NEW MEMBER

<b>Guests</b>	<b>Department</b>	<b>Affiliation</b>	<b>Certified?</b>	<b>Attendance</b>
Alicia Westfall	UHS	Advisor		Y

<p><b>Chair: C. Podedworny</b>  <b>Minute Taker: Janice Adlington</b></p>	
<p><b>1) <u>Agenda, Attendance, Quorum, Introductions, Announcements</u></b></p> <p>Katie Compton joins the committee as a Unifor worker representative for Thode, replacing Tim Wray.</p>	<p><b>Action Items</b></p>
<p><b>2) <u>Business Arising, Minutes of the August 8, 2023, Meeting</u></b></p> <p>None.</p>	
<p><b>3) <u>New Business</u></b>  Healthy Workplace Committee/up-coming initiatives (Karli Dillane)</p> <p>MacMoves campaign starts next week. Events include Bike ride October 2, Ergonomics Fair (in HSL) October 3, Yoga, and more.  Employee Well-being website will have all of the event links.  <a href="https://okanagan.mcmaster.ca/initiatives/macmoves/#tab-content-macmoves-week-2023">https://okanagan.mcmaster.ca/initiatives/macmoves/#tab-content-macmoves-week-2023</a></p>	
<p><b>4) <u>Review of Reports</u></b></p> <p><b><u>Central Health &amp; Safety Committee (Lynne)</u></b></p> <p>Deferred to November meeting.</p> <p><b><u>UHS report (Alicia)</u></b></p> <p>SAFE (ergonomics, slips/trips/falls, two other modules) training module launches Monday October 2 for new hires. The updated modules will initially be available for new employees only but will be released to all later in the fall. Training will be available directly from Avenue, without needing to register in MOSAIC.</p> <p><b><u>Injury/Incident reports (Chris/Carol)</u></b></p> <p><b>Library</b> – June-August, no incident reports  <b>Museum</b> – none</p> <p><b><u>Ergonomic assessments (Anne/Carol)</u></b></p> <p><b>Library</b> – no update  <b>Museum</b> – no update</p>	

<p><b><u>Inspection Reports</u></b></p> <p>Museum – (Teresa, via Carol) waiting on Facilities to replace lights; Mills 2 – no inspection; new committee member still needed Mills 6 – (Adam) ceiling tile replaced Mills 4 – 2/6 fire extinguishers not inspected in September. May be scheduled for replacement.</p> <p>Note safety issues in ticket when submitting to prioritize.</p>	
<p><b>5) <u>Items to forward to Central JHSC</u></b></p> <p>None</p>	
<p><b>6) <u>Next meeting notice and adjournment</u></b> Tuesday November 28, 2023 2pm – 3 pm via TEAMS Chair: Janice Adlington</p>	
<p><b>PLEASE NOTE: If you cannot attend the next meeting, please send an alternate so the business of the committee can be conducted.</b></p> <p></p> <hr/> <p><b>C. Podedworny, Management Co-Chair</b></p> <p></p> <hr/> <p><b>J. Adlington, Worker Co-Chair</b></p>	