

322 King St. JOINT HEALTH & SAFETY COMMITTEE

Agenda for Thursday October 9th, Meeting #3

2.00 p.m. to 3.00 p.m.

Location: Balcony Boardroom 4th floor

Co-Chairs: Dave Pelley and Karen Leighton

Mark, Karen L, Karyn, Daniella Susie aine

AGENDA

WELCOME

1. Check In
2. Accidents and Incidents
3. Hazard Reports
4. Inspections
 - a. Ticket has been put in for shelves in room across from Alans office
 - b. Closet is now accessible and oxygen tanks are stored in there, chairs cannot be placed in front of artwork
 - c. AC Vents on the 3rd floor, 3 of the vents don't have the covers for the vents to control air. Tony looked at them, but nothing was done. Aine will put in a ticket to Kevin and keep in contact for a resolution
 - d. Light fixture will be replaced

OLD BUSINESS

1. Health & Safety Excellence Program
2. PCI-DSS
3. Use of spray air fresheners on 3rd floor
 - a. Seems to have been resolved and there is a spray that was found that does not cause any scent
 - b. It is very expensive so it is kept on Karyn's desk for her to use as needed
 - c. Air freshener in the 3rd floor women's bathroom has a lemony scent in the vectair
4. Velocity SDS sheets
5. Employee board website
6. New Worker Rep voting

NEW BUSINESS

1. PCI-DSS
2. New member voting

3. Fire Drill

- a. Went smoothly this year, we will re convene next year for the next drill

4. Noise levels on 3rd floor – Aine

- a. Direct communications regarding rehearsal booking on the 2nd floor and phone room managers. Especially on weekends it is quite loud. Young should connect with Desiree for notice of laugh rehearsals. Mark will speak with Productions about this.

5. Employee concerns

- a. Personal grooming at desks should be done in the bathroom or at home.
Conversations can be add with specific individuals
- b. AC is still on and has been asked to be a little warmer in office. Aine will ask Kevin.
 - i. Temp through the summer was also too cold and asked if it could be up a degree during the warmer months
- c.

Next meeting: