

**Workplace Safety & Health Committee
QUARTERLY MEETING
Thursday, June 23, 2022
10:00 AM to Noon
Clark Hall Room 104**

AGENDA

- 1.0 Call to Order** (Co-Chair – Susan Smale)
- 2.0 Approval of Agenda/Minutes**
 - 2.1 June 23, 2022 Agenda
 - 2.2 May 19, 2022 Minutes
- 3.0 Committee Membership**
 - 3.1 Committee Membership Terms
- 4.0 Continuing Business**
 - 4.1 Update on SAFEWork Gap Analysis Audit (M. Augustyn/M. McCormick)
 - 4.2 BU Safety Mapping (M. Augustyn)
 - 4.3 COVID-19 Update
 - 4.4 Committee Training
 - 4.5 Smudging new process communication update
 - 4.6 WSH Committee Self-Assessment Checklist (S. Smale)
 - 4.6.1 Does the committee ensure follow up on written recommendations sent to management?
 - 4.6.2 Does the committee receive and post copies of all documentation (e.g. orders, inspection reports, and report forms) from Workplace Safety & Health?
 - 4.6.3 Does the committee get involved with the introduction of new equipment, procedures, processes and special projects to determine potential hazards and risks?
- 5.0 New Business**
 - 5.1 WSH First Aid Policy – Risk Assessment for First Aid Requirements
 - 5.1.1 Clark Hall
 - 5.1.2 Education
 - 5.1.3 School of Music
 - 5.1.4 Physical Plant
 - 5.1.5 Food Services
 - 5.2 Sharps locations

6.0 Incident Summary Reports

6.1 Quarterly Incident Summary Report

7.0 Building Inspections

7.1 Physical Plant – Steam Plant

7.2 Brodie Building – First Floor

7.3 Clark Hall

8.0 Upcoming Meetings

Special meeting – Thursday, July 21, 2022 @ 10:00 a.m.

Special meeting – Thursday, August 18, 2022 @ 10:00 a.m. (if needed)

9.0 Adjournment
