

PSAC NRC Minutes of the Health and Safety Committee

November 18, 2015 – Ottawa Regional Office

Present:

Imre Bene (UTE), Donna Shalla (UTE), Dennis Mah (UNDE), Jennifer Stannard (Agriculture), Gary Bosloy (UNDE), Denise Camus (CEIU) and Marc Béland (PSAC Rep)

Regrets:

Behiye Cinkilic (UNE), Joanne Robinson (CEIU), Vicki-Lynn Smith (UTE), Carol Istvandi (UTE), Rock Laramée (UNE)

Call to Order

Meeting Chaired by Imre Bene (Co-chair)

The meeting was called to order at 5:30 p.m. by Imre Bene

Approval of Agenda

The agenda was approved – moved by Imre, seconded by Donna.

Previous Minutes

The approval of the meeting minutes for September 16, 2015 was passed – moved by Imre, seconded by Dennis.

Welcome

Imre Bene welcomed everyone back (there were no new attendees at the meeting).

Old Agenda Item:

Ottawa and District Labour Council (ODLC) – a recognition dinner is to be held on November 30, 2015 – details for the place and time are in the e-mail that was originally sent to Marc Béland. There is room for maximum eight committee members to attend the event. The cost to the Committee is \$68 per person or \$460 for a table of eight. There is no cost to the attendees.

The committee was canvassed and the following members will be attending: Dennis Mah, Jay Castonquay, Gary Bosloy, Vicki-Lynn Smith, Carol Istvandi, Behiye Cinkilic, Joanne Robinson and Denise Camus.

Marc will share the invitation e-mail with all the attendees and provide the necessary details for the event. The e-mail is to be sent out by Marc no later than Friday, November 20.

Regional H&S Conference (May 28-29, 2016) – The location of the Regional Conference is Lac Leamy Hotel in Gatineau. Committee needs to continue planning the conference (theme for the conference is still required). Details of the conference and the guest speakers need to be confirmed and booked as soon as possible. Some of the possible guest speakers are:

Linda Duxbury, Carleton University (Work/life Balance)

James Infantino – Duty to accommodate (to check with Vicki-Lynn and Claudine Prophète for details)

Denis St-Jean, PSAC

Dominic Lavoie, PSAC

We are looking at a cost of approximately 5,000\$ per speaker for the event.

We should have a main speaker and each morning we have a PSAC speaker (e.g. Larry Rousseau, Robyn Benson and one (free) speaker on health and safety).

Conference will be held Saturday 9 a.m. to 5 p.m. and Sunday 9 a.m. to 2 or 3 p.m. The ending time for Sunday have not been confirmed yet. For meals – lunch buffet and healthy snack during health break - two on Saturday and one on Sunday but could be two based on the closing hour.

After some discussion the committee has considered the possibility of moving the conference to the fall of 2016 pending the availability of the speakers. This will reschedule the conference to late September or early October of next year. Marc will look into the availability at the Lac Leamy Hotel for the fall.

New Agenda Item:

Purchase of a Laptop – The committee discussed the possibility of purchasing a lap top for the committee's use as the committee currently does not have one. The committee should be able to pick one up for around \$500 to \$600.

Marc will look into the possibility of purchasing one through the Alliance for a reasonable price.

Motion was made to spend up to \$1,000 maximum for a computer and the required software – motion made by Imre Bene – seconded by Denise – motion passed.

Marc will provide updated committee financial information – information to be requested through Claudine Prophète.

Round Table

Imre

- The minutes of the current meeting will be sent out prior to the date of the subsequent meeting (January 20, 2016). The minutes will be attached to the reminder e-mail for the committee's January meeting that is to be sent out by January 6.
- Information booth at the union school – The committee discussed the possibility of having an information booth set up at the PSAC Union School at Château Montebello from November 29 to December 4, 2015 (Thursday night only). After some discussion, it was decided that having an information booth is a good idea to promote the committee and its' activities. Imre to prepare a one-page information sheet on "what we do". As part of the booth will also have our business cards, first aid kits, hand sanitizers and various information pamphlets available as handouts.

Denise

- Update on the status of the building – Portage IV has been upgraded from "poor" to "fair". However, mice and elevators are still an issue.

Next Meeting

January 20, 2016 in Ottawa (reminder e-mail to go out by January 6, 2016)

Adjournment:

The meeting was adjourned at 6:29 p.m.