



Joint Occupational Health & Safety Committee

Wednesday September 10th , 2025, 2:00 pm to 3:15 pm

Location – Support Services Building 4220

MINUTES

Start Time: 2:00 pm

1. Land Acknowledgement

2. Approval of the Agenda

- Approved.

3. Approval of Minutes from previous meeting (June 18th, 2025)

- Approved.

4. Business arising from previous meeting.

4.1 Campus Updates

- Director, Health Safety and Well-Being updated the committee on campus activities.
- Living Well Program is well received by campus members. Some grants that were awarded from Canada Life have been used to improve programming spaces.
 - Committee members asked some questions related to how to access the living well programming so that members of the employee groups can participate.
- Director reported on activities related to the hearing conservation program included assessments for facilities management work areas for equipment used in landscape services and in mechanical spaces.
- Further work in the Faculty of Music is planned to be assessed within the hearing conservation program.
- Director reported on accident incident reports in animal care areas.
- Hazardous product inventories and work processes related to reconciliation of inventory levels have been reviewed in multiple areas of campus.
- Updated signage supporting a smoke free campus has been posted in the summer of 2025
- WSIB provided a rebate for work done in the Health and Safety Excellence Program.
- Worksafe@Western is working toward biological permit management with an expected timeline for use in Winter 2026
- Required safety training is underway for workers who have recently started roles on campus in September 2025. A report on training completion will be made available to the committee at October meeting.

4.2 Committee Administration Review

- Committee was advised that procedures and terms of reference information have been updated and posted.

5. Review and Assess Trends

5.1 Accident/Injury Report

- Reported incidents 2025, 233 incidents have been reported on campus: 143 First Aid related incidents, 27 Lost Time related incidents, 49 Health Care related incidents and 14 Near miss/Hazard reports.
- The committee reviewed reported incidents that occurred in June, July and August.
- Monthly incident numbers were compared to historical data (3- and 5-year averages) for this month on campus.
- HSW, presented a metrics based information on incident rates related to workplace incident reports to advise the committee on historical safety performance. The rates for frequently reporting business units were compared as part of this information.
- Section 52 notices were reviewed, this included a notice of occupational illness.
- MOL is attending Western on September 16th 2025 for the occupational illness report related to allergens.
 - Committee discussion on specific areas with allergen procedures.

5.2 Critical injuries

- 2 critical Injuries were reported to the committee
- Injuries to 1 worker and 1 visitor with a nexus to the workplace were reported to the Ministry of Labour, Immigration, Training and Skills Development.

5.3 Workplace Inspections

- A summary of inspections completed July 1st to Sept 8th , 2025, were made available to the committee.
- Reportable Items
 - Items were issued corrective for action by units from the recent inspection cycle were corrected on site or acted on by units.
- Past due action items
 - 25 items are past due from previous inspection cycles.
 - Assignees for the past due items have communicated progress of corrective actions or HSW has had follow up review.

5.4 Work Refusals

- None to report.

5.5 Safety Recommendations Submitted to the JOHSC

- UWOSA representative asked about the use of fire alarm bypass in specific

buildings.

- Director, FM Operations, advised committee on procedures used for fire watch safety when bypasses are in place. Procedures have been vetted and approved with London Fire Department.
- IOUE representative asked about shelter in place procedures. Members of campus seeking information on this process can review the [procedure](#) and in the Safety Awareness Training module.
- UWOSA representative sought additional information on the parameters for use of golf carts on campus as there was some use noted on sidewalks and walking paths.
 - HSW advised there is theoretical and practical training for the use of this type of vehicle which include information on allowed operation areas.

5.6 Workplace Violence and Harassment Report (Bill 168)

- Director, HSW, advised of knowledge of an incident that is under investigation for possible workplace violence. Western Special Constable Service is responsible for further investigation.

6. New Business

6.1 Risk Management Framework

- Director, HSW, introduced a guest to the committee, Internal Auditor, who will be assisting with a project related to reviewing the enterprise risk management framework for safety at Western.
- The framework includes potential hazards to workers and measures for control of the hazard to establish the scope of possible risk, organize response and document and refine how adjustments are made for identified hazards.
- Director advised the committee that the HSW team is working through the process of documenting information on various hazards, and the committee will be updated on progress and invited for feedback for this tool.

6.2 Ministry of Labour Site Visit

- The ministry attended Western's site on September 8th 2025 for an investigation of a critical injury to an employee. No orders are issued to Western by ministry. Internal follow up actions include retraining supervisors and workers for accident reporting requirements. All employees at Western are encouraged to review procedures for incident reporting in the Health and Safety Awareness Training. Timely and accurate reporting of incidents is important.

7. Adjournment

End Time: 3:09 pm

Upcoming Meeting Dates

2025- Oct 22nd, Dec 9th

2026- Jan 21st, Mar 11th, Apr 22nd, Jun 9th

Worker Representatives (Attendees in bold)

Cleusa De Oliveira, UWOSA

Christopher Yates, CUPE 2361

Darryl Stanley, CUPE 2361

Felix Lee, UWOFA

George Dugbartey, PSAC 610

Gurpreet Dhami, PMA

Jeff Van Haarlem, OPSEU

Lesley Oliver, PMA (Alternate)

Lewis Pellar, IUOE

Mike Parker, UWOSA

Matthew Anderson, CUPE 2692 (Alternate)

Peter Chidiac, UWOFA

Sandy Paiva, CUPE 2692

Stephen Crowe, IUOE (Alternate)

Employer Representatives

Bryan Wakefield

Craig Clifford

Chris Bumbacco

Mike Gaylard

Resources

Jane O'Brien

Jean-Claude Aubin

Kyle Pollard

Louise Koza

Guest

Candice Borrows