

**University of King's College
Occupational Health & Safety Committee
Meeting Minutes
December 14, 2017**

Minutes Approval: CARRIED

Business Arising

2a. First Aid Responders on Campus- Another session for first aid training will be scheduled for 2018.

b. First Aid Kits on Campus/AED – There are first aid kits located at Alex Hall desk and Patrol, and A&A reception, maintained by the Alex Hall receptionist. King's Gym, Chartwell's In Prince Hall, Security and Eastern Housekeeping have first aid kits that each maintains. The defibrillator (AED) is on the wall in the lobby of King's Gym. It was noted that in order to test whether the defibrillator is active a simple push of the button is all that is required. It was suggested that perhaps a Gym staff member should include this on rounds of the Gym.

c. Snow Removal Policy – It was noted that there is no active snow removal on campus between 4:00pm and 8:00am. It was suggested that the Dean and/or Assistant Dean work with students to clear stairs and walkways if Facilities is unable to do so.

d. Accessibility Initiatives on Campus Update – In 2009 an accessibility report was completed by architecture firm Duffus Romans, which included residence buildings. Discussion continues about the need for Alex Hall to be fully accessible, including a new elevator and accessible suites. These issues should be considered in any future campus residence construction plans.

New Business

1. Gym Opening over December Holidays – Having the Gym open over December holidays presents some concerns for Facilities as the Facilities department closes during the break.
ACTION: Ms. Miles and Mr. Doyle will continue to discuss options.

Meeting Adjourned

Next Meeting - The next meeting date / time will be scheduled through a Doodle poll.