

**FACULTY OF THE PROFESSIONS HSW COMMITTEE
MEETING 01/2022**

10:30am, Wednesday, 15 February 2022
Professions Board Room, Level 11, Nexus 10 / Online via ZOOM

Unconfirmed Minutes

1. WELCOME AND APOLOGIES

Apologies : Lisa Hunt, Peter Burdon, Litsa Morris

In attendance : Kendra Backstrom, Natalie Spangler, Paul Roberts, Natasha Caulfield, Tania Turner, Anita Gayen, Allison Stokes, Mei Yong, Alex Jones, Jacqueline Stockley, Leanne Edwards and Virginie Masson (HSR)

2. MINUTES

HSW Committee members approved the minutes of the meeting held on 17 November 2021

3. BUSINESS ARISING

Essential HSW information

- Fire Warden & First Aid & WWCC – Kendra/Paul have informed OSP committee to update list with staff movement since new changes effective 28 Mar.
 - Each school area need to identify to fulfill requirement for fire wardens and first aiders for each floor if possible.
 - It's been agreed that evacuation within the uni has not been tested (due to COVID) and if it does it needs to be tested not during the semester break.
- Virginie ask what is the solution to provide first aid in a building ? Paul reported that it's the responsibility by the Head of School.

4. HEAD OF SCHOOL/AREA HSW REPORTS

- a) SPE Reports by Paul Roberts
 - SPE – Information for 2022 to be updated with current information

5. HSW STRATEGIC ISSUES

- The University will follow the advice from SA Health and continue to provide updates via email to all staff and the website which is updated by the emergency Director.
- MASK is required to be worn by students and staff inside the building and during lecture with social distancing to be adhere at all times. Posters with QR code has been posted in all the general areas.
- The University advise for all activities and gatherings there wont be any restrictions.
- Kendra updated – for staff/student with symptoms do not return to work until cleared. RAT kit is available to faculty for certain high risk activities and for field trips. This will be distributed once available to all school area and mask. Kendra will advise
- Kendra to check if any communication is going out to students attending teaching, lecture, tutorials, what happens if the classroom is full. To check with engagement branch.

6. WORKCOVER

7. CHANGES FOR NOTING – LEGISLATION OR UNIVERSITY POLICY

8. OTHER BUSINESS

Paul reported, HSW is experiencing quite a number of vacancies due to OSP. They are impacted, however for HSW advice we can still contact Paul or email to hswteam@adelaide.edu.au.

9. NEXT MEETING

TBC May 2022