Minutes of the Joint CUPE 951/University Occupational Health and Safety Committee meeting held in Sedgewick B125 at 2:00 p.m. on Tuesday January 3, 2017.

Present:
Worker Representatives  Employer Representatives  Committee Resources
Sara Kissinger  *  Fiona Puszka  Gavin St. Michael
Kara White  Barbara Hogan
Christine Currie  *Chair of meeting

Regrets:
Pat Shade
Chris Smith
Lynn Meyers

1 Welcome and Introductions
   Barbara Hogan is attending for Lynn Meyers who is away today.

2 Approval of the Minutes and Agenda
   2.1 The minutes of the December 6, 2016 meeting were approved.
   2.2 The agenda was approved as presented.

3 Business Arising
   3.1 Icy Walkways/Sidewalks – Gavin discussed the FMGT snow removal plan information that is available on the Facilities Management website. Procedures are detailed and several maps are available: http://www.uvic.ca/facilities/service/grounds/grounds%20services/index.php
      Kara added that she is putting together an information sheet for members and hopes to have it sent out this week. Gavin added that the University is also preparing an inclement weather web page that should be available soon.

   3.2 Violence in the Workplace – Kara and Sara requested the proposed brochure discussion be tabled until the next meeting. Gavin advised that the bullying and harassment CourseSpaces sites for employees and supervisors have been released and all staff should have received the e-mail in December. Kara noted that some members do not use their UVic e-mail and may not have received the information. Gavin added that supervisors are to ensure their staff are aware of the training and complete the course.

   3.3 Sexualized Violence Policy Review – This topic is tabled until release of the interim report.

   3.4 Local Safety Committees
      3.4.1 Updated Lists / Visit Reports
      Gavin reviewed several joint committee co-Chair changes that he sent by e-mail in December.
3.4.2 Posting of Minutes – Kara noted that she hasn’t checked the TEF location as yet. Gavin advised that new WorkSafeBC requirements will be implemented this year that mandate a more fulsome review of joint committee activities and performance.

3.5 Campus Security Update – Fiona reported that the Christmas closure was uneventful this year even with significant numbers of students remaining in Residences.

3.6 University Safety Committee Update – Sara advised that 10 weather-related incidents were reported at USC (6 time-loss, 2 health care, 2 report only). CUPE 951 will be encouraging members to use the Campus Alone program available through Campus Security and to stick to main routes highlighted in the maps. The launch of the bullying and harassment CourseSpaces training was discussed. Kara noted that some CUPE 951 members use role-based e-mail and may not have seen the broadcast e-mail. Two recent WorkSafeBC inspection reports were reviewed: one for Printing & Duplicating and the other for the FMGT sign shop.

4 New Business

4.1 2017 Plan for Committee – Sara suggested that the committee consider activities of interest for the coming year. The WorkSafeBC website has a number of training ideas. Kara expressed an interest in conducting a building common-area inspection in another building. Gavin advised that we should contact the committee first. Gavin also reported on several changes to joint committee training and evaluation that were recently approved by WorkSafe. He also advised that two BC Employers’ Advisers courses are scheduled for May and June on campus.

5 Incident Reports and Claims Cost Summary

5.1 Incident Reports – There were four new CUPE 951 incidents reported this month. Three of these were for slips and falls due to slippery conditions while the other incident involved lifting a child in Lou-Poy.

5.2 Claims Cost Summary – Gavin presented the revised claims cost report for this reporting period.

Adjournment
The meeting adjourned at 2:28 p.m. The next meeting is scheduled for 2:00 pm on February 7, 2017 in Sedgewick B125 (HR boardroom).