JOINT CUPE 951/UNIVERSITY OCCUPATIONAL HEALTH AND SAFETY COMMITTEE MEETING

Minutes of the Joint CUPE 951/University Occupational Health and Safety Committee meeting held in Sedgewick B125 at 2:00 p.m. on Tuesday March 7, 2017.

Present:
Worker Representatives          Employer Representatives          Committee Resources
Sara Kissinger *              Steve Gorham                        Gavin St. Michael
Kara White                          Chris Smith
Pat Shade

*Chair of meeting

Regrets: Lynn Meyers
         Fiona Puszka
         Christine Currie

1 Welcome and Introductions

2 Approval of the Minutes and Agenda

2.1 The minutes of the February 7, 2017 meeting were reviewed and it was suggested that item 4.2 be modified to indicate that existing joint committee members will be encouraged to take the new training that is mandatory for new members. As well, the spill mentioned in item 3.7 was clarified to highlight that janitorial staff are instructed not to clean up chemical spills.

2.2 The agenda was approved as presented.

3 Business Arising

3.1 Campus Snowfall – Sara reviewed Rob John’s USC discussion of the recent snowfall. He indicated that there were 2000+ hits to the new inclement weather webpage. The campus traffic congestion was discussed with the suggestion of a staged dismissal. Kara noted that the campus closure messaging could have been better and is looking forward to hearing the lessons learned from this event. Pat commented that typically UVic doesn’t close until BC Transit is impacted and that this may not be the best approach. Steve highlighted that a morning decision to close is more affected by transit status than a daytime decision. Chris noted that the library is very familiar with clearing out a building. They changed closing time to 3:30 pm and spent 30 minutes preparing, then 1 hour clearing the building. The definition of essential services in this type of event was also discussed. Steve indicated that he is working on this aspect. It was also noted that Childcare Services have now been classified as top priority for snow clearing. Kara discussed the FMGT snow clearing priorities and noted that they were doing the best they could in the circumstances but one could not assume all areas would be cleared and maintained given the situation. Pat reiterated that anyone with concerns about slippery conditions should contact Campus Security. At USC, Kara and Rob discussed personal preparedness and how members should consider trip planning in inclement weather.

3.2 Violence in the Workplace – Kara indicated that the CUPE 951 working group is developing this brochure as a resource for its members. Its focus will be on staff resources in the event of workplace violence, although there is some overlap with bullying and
harassment regulations. Sara reviewed the WSBC definition of workplace violence. Steve noted that the information will need to be different for situations involving students or staff. Gavin noted that staff-to-staff issues are dealt with under the WSBC workplace conduct regulation.

3.3 **Sexualized Violence Policy Review** – Sara noted that opportunity to provide feedback on the draft policy is open until March 10. Steve indicated that it will go to Board of Governors in late March.

3.4 **Building Common-Area Inspection** – The CARSA inspection by this committee has been put over until May, following the May 2nd meeting. Sara will coordinate with Paul from Athletics.

3.5 **Local Safety Committees** – No updates at this time.

3.6 **Campus Security Update** – The Campus Security update was deferred until the next meeting.

3.7 **University Safety Committee Update** – Much of this was discussed previously under Business Arising - Campus Snowfall. The health and safety annual training summaries from OHSE and FMGT were also reviewed at USC. Kara noted that the active threat video has been released on the Emergency Planning website: [https://www.uvic.ca/services/emergency/home/hazards/threats/index.php](https://www.uvic.ca/services/emergency/home/hazards/threats/index.php)

4 **New Business** - none

5 **Incident Reports and Claims Cost Summary**

5.1 **Incident Reports** - There were three new CUPE 951 incidents reported this month. They involved a worker in Childcare Services who injured their wrist while shoveling snow, a library assistant who slipped on ice near Fine Arts and an accounting clerk with wrist pain. The claims cost summary was also presented. Chris noted that the time-loss for the library assistant was 3 days instead of 2 as indicated.

**Adjournment**
The meeting adjourned at 2:35 p.m. The next meeting is scheduled for 2:00 pm on April 11, 2017 in Sedgwick C168 (C-wing Boardroom, Marketing and Communications).