University Safety Committee

MINUTES

Date: Tuesday, May 30, 2017  Time: 2:30p.m.  Place: BEC 402

Present

- Fran Gebhard, Co-Chair, Faculty Assoc.
- Kara White, CUPE 951
- Ori Granot, PEA
- Kane Kilbey, Co-Chair – AVP Human Resources
- Rob Johns, Manager Emergency Planning
- Darryl Huculak, FGMT Health & Safety Coordinator
- Andy Mavretic, Director OHSE
- Elizabeth Errington, Admin OHSE
- Cathy Boraston, OHSE Consultant (guest)

Regrets

- Patrick du Wors, Faculty Assoc. (alternate)
- Deanne Buchanan, PEA (alternate)
- Sara Kissinger, CUPE 951 (alternate)
- Mark Pomeroy, CUPE 4163
- Chris Barbin, CUPE 917
- Leigh Anderson, Director FGMT
- Tom Downie, Director CSEC
- Gary Bridgens, Director FGMT (alternate)
- Kathryn MacLeod, Director Residence Services (alternate)
- Keith Cascon, Manager CSEC (alternate)
- Ben McAllister, Manager Risk & Insurance

1. Approval of the Agenda
   Motion: to approve the agenda. Carried.

2. Approval of the Minutes – April 26, 2017
   Motion: to approve the minutes with an edit in Other Business 8b: “Kara recommended employees seek support from their union/association for additional educational funding”. Carried

3. Business Arising
   a. GEOG survey markers
      Andy reported that the Geography department has removed the survey markers (~4). A small, shallow hole is left and is not anticipated to be a hazard.

4. New Business
   a. Consultation: Ergonomics
      Cathy gave an overview of the Ergonomics program in 2016. The HR website is the best source for information and self-serve resources such as a guide for employees, FAQs, information on the height adjustable loaner desks, office and laboratory ergonomics as well as training sessions that are offered monthly.

5. Emergency Planning Update
   Rob reported on the busy Emergency Preparedness Week. The emergency alert system was deployed and tested through texts, voicemail and email as well as a UVic website “lite” version tested. The Board of Governors participated in a table-top exercise to discuss their role in “governance” during an emergency and then their role when they may be required to be “hands-on” in an emergency. The Emergency Operations Centre is continuing with training exercises. Rob reports that the Shake-Zone Quake Cottage will be back on campus in September.
6. **Personal Safety Coordinator (PSC) Update**
Fiona reported that bike thefts increased across campus in May. Thieves generally target bikes locked only with cable/chain locks. Campus Security will have engraving stations set up for Bike to Work Week. Fiona noted the continued work by PSCs with active threat talks, EOC training, participation on the hiring panel for the Sexualized Violence Prevention Coordinator, and ongoing student orientation talks with parents about student safety and with international students.

7. **WorkSafeBC**
   a. **April Accident/Incident Report**
      Elizabeth reviewed the report wherein there were 8 claims for April with 4 of them involving time loss. The incident investigations for all 8 claims have been completed.
   
   b. **Monthly Inspection Reports**
      No new inspection reports for April.

8. **Other Business** - none

*Meeting adjourned at 3:15pm. Next meeting on Tuesday, June 27, 2017 in BEC 402.*