



Present: A. Tura (Employer Co-Chair), J. Verhelst (Employee Co-Chair), A. Garrett, S. Johnson, S. Roberts, P. Lagaditis, C. Papadopoulos, M. Shakourisalim, E. Robinson, E. Nobbs (Recorder)

Regrets: R. Ulk, R. Fichtner, D. Jackson, R. Katz, C. Lawrence, A. Rowe, D. Mai, L. Stefanova

1. Approval of Agenda

Approved.

2. Approval of Minutes

Approved.

3. Business Arising

3.1 Capstone Projects

There was an inquiry about Capstone Projects occurring in the Makerspace. A clarification was made that the Makerspace is not used for all Capstone projects, only when applicable.

3.2 Staircase Incident

An inquiry arose regarding when Risk Management is involved in an incident instead of OHSE. The staircase incident in the Elliot building occurred during an external event and therefore Risk Management addressed the incident.

ACTION: FMIS requests to be submitted by staff if anything looks unsafe or questionable.

3.3 Ceiling Tile Incident

The ceiling tile has now been fixed.

4. OHSE Updates

4.1 Safety Training

Safety Training has been scheduled for all departments.

ACTION: Departments and PI's to remind students to complete required safety training.

4.2 Transporting Dangerous Goods

Co-Chair, Jacob Verhelst informed the committee that Transporting Canada is currently in the process of doing an inspection at the CFAR facility in Sidney. There was a discussion regarding the process of receiving goods. It was suggested that due to the growth of various programs, the Faculty could work with Science Stores for delivery to streamline the process.

ACTION: Chair, Armando Tura, and Co-chair, Jacob Verhelst to connect with John Kelly regarding the Faculty's dangerous goods delivery process.

5. Accident/Incident, Near-Miss or Hazard Report Review

5.1 External Contractors

A contractor was hired for a research group, with a UVic employee written in the contract to be lifted by a crane. It was reported to OHSE, and the work was paused due to unsafe working conditions.

ACTION: OHSE and FMGT to be contacted in advance when external contractors are hired.

6. Other Business

6.1 Campus Security

The Campus Security Personnel Safety Manager is currently on leave, therefore CSEC does not have the capacity to join the Safety Committee Meetings.

ACTION: The Committee to direct any inquiries for Campus Security by email as they arise.

6.2 Safety Committee Meetings

A discussion occurred regarding public access to Safety Committee Meeting Minutes and Agendas.

ACTION: Office of the Dean (Emma Nobbs) to add the University Safety Committee website link to future Agendas. Chair, Armando Tura and Co-Chair, Jacob Verhelst to connect with the Office of the Dean, to include Safety Committee Meeting Minutes and Agendas to the Faculty website.

6.3 Safety courses for first year

Arielle Garrett informed the committee of some first-year safety courses that are being offered to promote professional growth which may be helpful for departments.

ACTION: Armando to send information related to these courses to Office of the Dean (Emma Nobbs).

Meeting Adjourned at: 11:19am

