Faculty of Engineering and Computer Science | University of Victoria

Joint Local Safety Committee
Minutes

Tuesday, 8 September 2026, 10:30am-11:30am, EOW 230

Present: A. Tura (Employer Co-Chair), J. Verhelst (Employee Co-Chair), R. Fichtner, A. Garrett, S. Johnson, T. Hasenen, C. Doszecki, C. Papadopoulos, D. Mai, M. Shakourisalim, E. Robinson, E. Nobbs (Recorder)

Regrets: D. Jackson, S. Roberts, R. Katz, P. Lagaditis, C. Papadopoulos, R. Ulk, A. Rowe

1. Approval of Agenda

Approved.

2. Approval of Minutes

Approved.

3. Business Arising

3.1 Science Stores Collaboration

A Memorandum of Understanding (MOU) has been completed and signed by the Acting Dean. The MOU reaches an agreement with Science Stores; however, it is missing a few key elements. Inbound shipments are covered in the agreement; however, outbound shipments are missing.

ACTION: Co-chairs, Armando Tura and Jacob Verhelst to connect with John Kelly and Science Stores to adjust the agreement.

3.2 July 24 – Fire (no injuries), fire while operating the laser cutter in the Makerspace

Summer Johnson provided an update to the committee regarding the completed investigation which occurred alongside OHSE. Four corrective actions were identified including, training documents to be updated, further staff supervision of students, outline a maintenance checklist, and add buffer time between bookings.

4. OHSE Updates

4.1 OHSE Safety Training

All Safety Training is now up to date on the OHSE website and available for students, staff, and faculty to complete. It was mentioned that it would be helpful for the ergonomics training to be more accessible on the OHSE website.

ACTION: Troy Hasenen to investigate and make the ergonomics training more accessible on the OHSE website.

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

5.1 June 16 – Accident with injury, foot injury from impact by falling heavy steel bracket

A heavy steel bracket fell on the individual's foot in the propagation lab in the Engineering Lab Wing building. An investigation has occurred and corrective actions were identified. The corrective actions included complete work in a machine shop and outsource to appropriate MECH shop.

5.2 August 12 – Accident with injury: rolled ankle & fractured toe.

A Faculty member from COSI rolled their ankle while leaving a meeting in ECS 660. Campus Security was not called as they were already attended to and went home.

6. Campus Security Snapshot

Campus Security provided an update in their Safety Snapshot newsletter.

7. Other Business

None.

Meeting Adjourned at: 11:15am