

**JOINT CUPE 951/UNIVERSITY
OCCUPATIONAL HEALTH & SAFETY COMMITTEE MEETING**

Minutes of the meeting held Thursday, November 14, 2024 at 11:30 a.m. (via Zoom)

Worker Representatives	Employer Representatives	Ex-Officio
Present:		
Nykita Downie Co-Chair ** Amy Issel	Lynn Meyers, Co-Chair * Trish Atchison Laurelle Inouye (guest) Allison Eddy	Andy Mavretic, Director, OHSE (or Jaclyn Davidson, AD, OHSE)
Regrets:		
Heidi Neeves Susie Dancer		
		* Chair of Meeting (2024) ** Minutes (2024)

1. Welcome

2. Approval of Agenda and Minutes

2.1 Approval of Agenda

- The agenda was approved

2.2 Approval of Minutes – September 12, 2024 meeting

- The minutes were approved as amended
- Add date
- 3.3 - Update from Jaclyn to Andy in USC update for September
- 5.1 - Update that Laurelle was coming in to observe this November meeting
- Approved subject to revisions 3.3 and 5.1 and adding date

3. Business Arising

- Add Laurelle to distribution list for December
- Lynn to be removed from distribution list as of December

3.1 Local Safety Committee (LSC) Update

Jaclyn provided the following update:

- AED and naloxone kits - JCC and HSD first buildings to receive the first shipment of AED machines



- Consultation and maps have been sent out to LSC of where they have been proposed to be installed
- First aid update under USC update

3.2 Personal Safety Coordinator/CSEC update

Allison provided the following update:

- Learning central - active threat and training sessions available
- More information and dates to come for training
- Rob hired an emergency coordinator – Dorothy Eggenberger
- Convocation over the last few days – smaller in November than in June
- Large presence of security officers and police – reassess for June convocation
- November is high stress for individuals – emotional stress and self harm – anyone needing help please call CSEC
- There have been some reports of people sleeping in buildings and drug use
- Be a good witness, if you see someone in sleeping in buildings or using drugs, call CSEC

3.3 University Safety Committee (USC) Update

Nykita and Jaclyn provided the following update:

Emergency Planning (EP)

The rapid damage assessment team took part in two training sessions, UCAM also recently attended a ½ day training session and ATRS participated in training on the campus assembly area. He continues to work closely with emergency services on updating and improving their mapping data for locations on campus; with a commitment to review and update every six months.

AED project update

The working group and FMGT are continuing to work on mapping out the locations for the first phase of AEDs for installation. Further review and planning for co-locating naloxone kits continues as well.

District Energy Plant

An inspector from Technical Safety BC (TSBC) met with FMGT management in the spring to clarify the definition of “continuous supervision”. FMGT management followed up again with TSBC this month seeking clarification to ensure UVic remains in compliance within the guidelines of its operating permit.

First Aid Update



University
of Victoria



Changes include the requirement for advanced certification by some Campus Security (CSEC) first aid attendants, in addition to existing intermediate certifications. CSEC will be reviewing and establishing first aid staffing levels (both the number of first aid attendants and the complement of attendants who are either trained to the Intermediate or Advanced level, per shift).

WHMIS

WHMIS training is provided by OHSE and is available both online and in-class. Training completion numbers have exceeded pre-pandemic numbers.

4. Incident Reports

4.1 Monthly CUPE 951 WorkSafeBC accidents/incidents – September and October Report

- none

5. New Business

5.1 none

6. Adjournment –

The meeting adjourned at 11:53am

Next meeting: Thursday, December 12 at 11:30 a.m. (*via Zoom*)

