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## MINUTES

Date: Tuesday, December 16, 2025

Time: 2:30 – 3:13 p.m.

Place: BEC 402

Present	Present	Regrets/absences
Nykita Downie, CUPE 951	Kane Kilbey, AVP Human Resources	Terri Lacourse, Faculty Association
Lynne Johnson, CUPE 917	Ron Granados, FMGT Director, Maintenance & Operations	Ori Granot, PEA
Angie Reamer, CUPE 4163 (alternate)	Andy Mavretic, Director OHSE	Ted Grosson, CUPE 4163
Rob Johns, Manager Emergency Planning (guest)	Jennifer Cawsey, Campus Safety & Risk Prevention Manager, CSEC (alternate)	Jess Maclean, Director CSEC
		Michele Peterson, Director, Finance & Operations Wellness, Recreation & Abilities

**1. Approval of the Agenda –**

**Motion:** to approve with the agenda. **Carried.**

**2. Approval of the Minutes**

**Motion:** to approve the minutes from November 25, 2025. **Carried.**

**3. Emergency Planning (EP) –**

Rob has completed all the fire drills on campus (100+) this year. Dorothy has made further updates to the new EP website with the addition of an [accessibility section](#).

Four CSEC shifts have completed training sessions for an ammonia plant leak scenario. Further training on this scenario will continue in the new year. An orientation of the ammonia plant was also provided for newly hired officers. The Rapid Damage Assessment Team with FGMT projects and carpentry personnel recently completed a safety assessment of buildings on campus. The Site Response Team participated in a training event for a gas leak scenario, using an actual incident that occurred on campus a few years ago. The Emergency Operations Centre (EOC) held two discussion-based exercises about active threat on campus. Active threat training sessions are held regularly with registration available via [Learning Central](#).

Rob noted he has been following Brown University's response methods and communication after the tragic shooting recently. Jennifer reported the Hanukkah lighting ceremony on campus went smoothly. Local police were aware of the event and provided resources to campus in support.

**4. New Business**

a. Consultation topic: Bullying & Harassment Prevention

Andy provided an overview of the program that is based [WorkSafeBC policy](#). The UVic Discrimination and Harassment Prevention and Response Policy ([GV0205](#)) provides the institutional framework and expectations for the university community. The amendments proposed by WSBC to consolidate workplace conduct, violence prevention and bullying & harassment may not be moving forward at this time based on feedback from employers. Andy noted that psychological health and safety resources are being developed by WSBC

and this may be a focus for WSBC and employers with regards to mental health in the workplace.

OHSE continues to host the [mandatory online bullying and harassment prevention training courses](#) for all employees and supervisors. Updates have been made to ensure alignment with the amendments to GV0205. Andy advised that this training, along with other WSBC mandatory training, is expected to be completed during scheduled work time. Andy also noted new resources are being developed in HR for existing employees who move into a supervisory role. This will help inform new supervisors/leaders who are promoted internally to complete the online training [for supervisors](#).

**5. WorkSafeBC****a. November claims report**

Elizabeth reviewed the 4 claims submitted to WSBC which were two with time-loss and two health care claims.

**6. Other Business - none**

*Meeting adjourned at 3:13pm. Next meeting is scheduled for:*

***Tuesday, January 27, 2026 in BEC 402***