

MINUTES

Date: Tuesday, July 29, 2025

Time: 2:30 – 3:00 p.m.

Place: BEC 402

Present	Present	Regrets/absences
Terri Lacourse, Faculty Association (Chair)	Michele Peterson, Director, Finance & Operations Wellness, Recreation & Abilities (<i>alternate</i>)	Nicole Greengoe, Executive Director Wellness, Recreation and Athletics
Kara White, CUPE 951 (<i>alternate</i>)	Jaclyn Davidson, Associate Director OHSE (<i>alternate</i>)	Leigh Andersen, FMGT Director, Customer Service & Program Integration
Ted Grosson, CUPE 4163	Andy Mavretic, Director OHSE	Kane Kilbey, AVP Human Resources
Ori Granot, PEA	Jess Maclean, Director CSEC	Nykita Downie, CUPE 951
Shane Randall, CUPE 917 (<i>alternate</i>)	Darryl Huculak, EHS Coordinator FMGT (<i>guest</i>)	Lynne Johnson, CUPE 917
		Rob Johns, Manager Emergency Planning (<i>guest</i>)

1. Approval of the Agenda –

Motion: to approve the agenda with the additional topic of Mulch Odours, raised by Ori, under Other Business. **Carried.**

2. Approval of the Minutes

Motion: to approve the minutes from June 24, 2025. **Carried.**

3. Emergency Planning (EP) – No updates for this meeting (Rob sends regrets).

4. New Business

a. Consultation topic: Confined Spaces

Darryl reviewed the confined spaces program managed by FMGT, including the types of areas on campus that are part of the inventory (e.g. crawl spaces, tanks, vessels, vaults), recent training provided to staff and risk assessment process. He also noted that the Fire Departments were on campus in July to conduct drills as part of the agreement to provide emergency rescue services. In the event of an emergency, there are procedures in place for both 911 and Campus Security to be contacted to support the response.

5. WorkSafeBC

a. June claims report

Andy presented the claims report for June which included two time-loss and two health care submissions.

b. WorkSafeBC second quarter claims report

Andy reviewed the Q2 claims which showed overall improved claim costs and days lost from the previous year, with one claim in the “other departments” category that is contributing to almost half the costs and days lost. Terri inquired if there was an explanation for the variability in stats from year to year and if this is typical for the sector. Andy advised that

because our overall claim numbers are quite small, that one or two claims can significantly impact costs or time-loss performance in a given year within a department. However, at an institutional level our total number of incidents and injury rates are in fact quite stable as we are typically between 0.5 -0.7 time-loss injuries/100 FTE annually, which is similar to other large universities.

6. Other Business

a. Mulch Odours

Ori raised a concern about odours due to FMGT Grounds spreading mulch around the Elliott building gardens. The key issue is that the mulch pile was placed near air intakes causing odours to enter the building ventilation system and affecting occupants, some of whom had to leave their offices. Ori suggested that FMGT should have an inventory of air intakes for buildings, a systematic approach to identifying odour-generating activities, and take appropriate steps to minimize impact to occupants. Darryl noted that Mechanical Shop and Projects take this into account for their activities. It's not clear if the Grounds unit has similar processes or awareness, recognizing that air intakes can be located anywhere between roof and ground level depending on the building. Darryl will forward the concern to Leigh for follow-up and to report back at a future meeting.

*Meeting adjourned at 3:00 pm. Next meeting is scheduled for:
Tuesday, August 26, 2025 in BEC 402*