

MINUTES

Date: Tuesday, June 24, 2025

Time: 2:30 – 3:10 p.m.

Place: BEC 402

Present	Present	Regrets/absences
Elizabeth Borycki, Faculty Association (<i>alternate</i>)	Kane Kilbey, AVP Human Resources (Chair)	Nicole Greengoe, Executive Director Wellness, Recreation and Athletics
Kara White, CUPE 951 (<i>alternate</i>)	Leigh Andersen, FMGT Director, Customer Service & Program Integration	Jess Maclean, Director CSEC
Ted Grosson, CUPE 4163	Rob Johns, Manager Emergency Planning (<i>alternate</i>)	Terri Lacourse, Faculty Association
Ori Granot, PEA	Andy Mavretic, Director OHSE	Nykita Downie, CUPE 951
Lynne Johnson, CUPE 917		

1. Approval of the Agenda –

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

2. Approval of the Minutes

Motion: to approve the minutes from May 27, 2025. **Carried.**

3. New Business

a. Consultation topic: Ergonomics

Tine provided an overview of the university's ergonomics program. Ergonomics has a focus on prevention and education with assistance from WorkLife Consultants under each of their portfolios. The [HR website](#) provides many resources such as links to the online courses in Brightspace for office ergonomics, manual handling, laboratory ergonomics as well as various guides and checklists. The website also includes information about the loan program for accessories, sit stand desks, and chairs. Tine noted that a new Sharepoint site for manager support has been launched and that over the next year, the HR website will be updated to be geared towards employees. Tine also shared that accessibility features are available for many [classrooms on campus](#). Elizabeth B. suggested a presentation about the ergonomics program and available resources would be beneficial for faculty members. Tine will follow-up on options including new faculty orientation.

4. Emergency Planning (EP)

Rob summarized the event that occurred on Sunday, June 8 when the L-shaped rebar wall collapsed at the ECS building site, falling against the fence line which then fell across Ring Road. No one was injured and the site response between various units at UVic and the contractor were efficient. Rob is compiling a report on the site response and investigations on what happened are continuing with Risk Management, WorkSafeBC and the construction company. Rob noted that Emergency Medical Services (EMS) responded as there was one contractor working on the scaffolding at the time, but they were not injured. Work on “unpacking” the wall will be starting shortly and this will help determine what happened.

Rob also reported that a burning smell occurred on June 16 throughout BEC. In an abundance of caution, the building was evacuated as the source of the smell was unknown. A breakfast burrito

was discovered left to cook unattended which caused the odours and rendered a microwave unusable. Also on June 16 (unrelated to BEC), a power outage occurred on the outer parts of campus (e.g. ISC, Lam Circle). As FMGT and CSEC investigated, the outage resolved.

Training exercises continue for the Emergency Operations Centre (EOC), site response teams, emergency operations staff and emergency call centre staff. Rob advised that BC Ambulance Services can now also communicate with CSEC directly on their radios.

5. WorkSafeBC

a. May claims report

Elizabeth presented the claims report for May which included four time-loss, two health care and one report only claim submissions.

6. Other Business - none

*Meeting adjourned at 3:10 pm. Next meeting is scheduled for: **Tuesday, July 29, 2025 in BEC 402***