University Safety Committee

MINUTES

Date: Tuesday, September 29, 2026 *Time: 2:30 – 3:37 p.m.* *Place: BEC 402*

Present	Present	Regrets/absences
Terri Lacourse, Faculty Association (Chair)	Ron Granados, FMGT Director, Maintenance & Operations	Nykita Downie, CUPE 951
Ted Grosson, CUPE 4163	Kane Kilbey, AVP Human Resources	Jess Maclean, Director CSEC
Lynne Johnson, CUPE 917	Lori Zehr, ATRS Director, Operations & Infrastructure Development	
Ori Granot, PEA	Andy Mavretic, Director OHSE	
	Rob Johns, Manager Emergency Planning *(alternate)*	

1. **Approval of the Agenda** –
   Motion: to approve with the agenda. ***Carried.***

2. **Approval of the Minutes**
   Motion: to approve the minutes from August 25, 2026. ***Carried.***

3. **Emergency Planning (EP) –**
   Fire drills were completed at RESS over four nights. Rob reported that the Emergency Operations Centre (EOC) has two new directors joining. The emergency first aid team, which is activated during disaster relief, has also been training. EP and CSEC will be engaging in active threat training with emergency services this fall. Rob noted police were on campus today due to a disruption at the Quad during Orange Shirt Day. Reminder to campus that the BC Shake-Out drill is coming up on October 15. Rob reported that EP is developing a "messaging calendar" for the year as a strategy to help promote and educate health and wellness on campus.

4. **Business Arising**
   a. Field Safety First Aid update
      Andy reported that discussions are ongoing with HR/LR regarding employment-related questions and to develop guidance for the field First Aid Attendant role, including principles for how the role is assigned or determined. The goal is to provide a consistent framework across the university for units and employee groups. He will share more information and any draft documents at upcoming meetings for discussion and feedback.

      Terri noted that WorkSafeBC is clear regarding the role and responsibilities of a First Aid Attendant. She also commented that course field trips consist primarily of students rather than employees. Terri requested clarification on the university's approach to training costs and compensation for First Aid Attendants. Ted expressed support for the university developing its own guidelines for First Aid Attendants, noting that the role has implications for both students and employees.

5. **New Business**
   a. Consultation topic: Working Alone
      Andy reviewed the working alone or in isolation requirements. He summarized the various procedures implemented by departments, units and laboratory settings that are required to follow working alone risk assessments and establish check-in protocols. Andy noted the project to have an electronic option for working alone check-in/out has been on hold but will still be explored.

b. Scents & Fragrances

Andy addressed the email received by the USC from a student regarding their concerns. He noted that a similar email had also been received from an employee. Guidance and signage resources are available to units for posting as needed. He further noted that CAL have established processes to support students with medical needs, like the accommodation process available to employees. They work with units and instructors to implement solutions in classes, labs and exams. In discussions with CAL, they noted any strategies to connect with students during new student orientations and provide education and awareness initiatives for them as well as instructors would be helpful. RESS can help increase awareness among students living on campus. OHSE is investigating practices at comparable institutions and will review existing signage and communication strategies.

Lynne and Terri noted the challenges of regulating personal hygiene issues, particularly the use of strong scents and fragrances by students and employees. Rob suggested that this topic be included in the EP messaging calendar. Andy noted that a renewed awareness campaign, supported by impactful messaging or new signage may be helpful. Kane noted the importance of meeting students where they are and working collaboratively with OSL. Terri and Kane responded to the student who sent the original email and plan to follow up again at a later date.

Ori noted an increase in student vaping on campus, both inside and outside Ring Road and within university buildings. He suggested that vaping awareness would also be a valuable topic for inclusion in the EP messaging calendar.

6. WorkSafeBC

a. August 2026 claims report

Elizabeth reviewed the 3 time-loss and 3 health care claims that were submitted to WSBC. Ori thanked Ron and the FGMT team for their ongoing work on campus with identifying and fixing areas that have caused hazards in the past.

b. Inspection Reports

i. Confined Space Entry

Ron reviewed inspection report from the WSBC officer's visit during a confined space entry training session on campus. Four orders were issued, with 2 of them now in compliance. FMGT will respond with their corrective actions for the last 2 orders by October 23. Further training and drills have been scheduled for October 7.

ii. ISC Zamboni

Andy reviewed the inspection report from the incident at the ISC on September 1. As this was considered a high-risk incident (cardon monoxide exposure event), immediate reporting to WSBC occurred. The WSBC officer visited the site the next day with members from FGMT, ATRS and OHSE. The building and operations were cleared to resume activities after personal CO alarm badges were issued for Zamboni operators, the building's CO sensors checked and tested along with alarm programming at FMGT. Both Zambonis have been inspected and serviced, however the Zamboni in use at the time of the incident remains out-of-service as it requires additional repairs. Andy noted that this incident is in review with WSBC for consideration of issuing the university a warning or administrative penalty. The incident investigation is in-progress with report to be submitted to WSBC by October 15.

7. **Other Business**

Ori raised a concern about the various contractors working on campus and how the safety of their work is overseen. Ron advised reporting any unsafe procedures or concerns to "facman" email or by calling the FMGT Service Line at 721-7599 so that the issue can be logged and actioned to the appropriate unit.

Terri noted that there was a late summer update to the Guidelines for B.C.'s Post-Secondary Sector on Overdose Prevention and Response. Terri asked if there are any implications for employees with this update. Kane responded that the university has been involved in developing the Guidelines and would review them from the perspective of employee implications.

Meeting adjourned at 3:37pm.
Next meeting on Tuesday, October 27, 2026 in BEC 402.