Minutes of the Joint CUPE 951/University Occupational Health and Safety Committee meeting held in Sedgewick B139 at 2:30 p.m. on Thursday April 5, 2018.

Present:
Worker Representatives: Employer Representatives: Committee Resources:
Kara White Lynn Meyers* Gavin St. Michael
Alex Adrock Fiona Puszka
Shubha Hosalli

*Chair of meeting

Regrets: Chris Smith, Christine Currie, Pat Shade

1 Welcome – the meeting was relocated to Sedgewick B139 due to use of the boardroom.

2 Approval of the Minutes and Agenda

2.1 The minutes of the March 1, 2018 meeting were reviewed and approved.

2.2 The agenda was approved.

3 Business Arising

3.1 Local Safety Committees – Gavin noted that Part 2 of the new joint committee member training is still under development.

3.2 Campus Security Update – Fiona advised that CSEC will be moving back into their building next week. She also added that the CSEC 2017 annual report is available now. She also highlighted that fire drills are occurring in several buildings.

3.3 University Safety Committee Update – Kara advised that the campus cycling plan, annual joint committee evaluations and the respiratory protection program were reviewed.

4 Incident Reports

4.1 Incident Reports - There were five new CUPE 951 incidents to report for March that Gavin summarized:

- Geography – slipped on grass and pulled hamstring; medical only
- Electronics technician – pushing freezer and felt pain in shoulder; report only
- Secretary – tripped over replacement light fixture adjacent to walkway; medical only, pending. Kara suggested a cone should be used to highlight tripping hazards such as this.
- Academic assistant – strain to both hands from mouse use; time loss, pending
- Clerk – tripped on stair and strained wrist; report only.
New Business

5.1 **Day of Mourning** – Kara noted the annual Day of Mourning occurs on Saturday April 28th this year and reported that 158 workers died in B.C. this past year. Gavin advised that the lowering of the flag to half-mast is a regular UVic procedure.

5.2 **Member’s Quick Reference Guide** – Kara summarized discussions that were held at USC regarding a short guide summarizing incident reporting for employees. More information to come as the discussions progress.

Adjournment
The meeting adjourned at 2:45 p.m. The next meeting scheduled for 2:30 pm on Thursday May 3, 2018 in Sedgewick B125.