Minutes of the meeting held Thursday, January 14, 2021, 2:30 pm, via Zoom

Present:

**Worker Representatives:**
Kate Brooks
Christine Currie
Pat Shade *
Kara White

**Employer Representatives:**
Lynn Meyers
Fiona Puszka
Chris Smith

**Committee Resources:**
Gavin St. Michael

* Chair of Meeting

**Regrets:**
Amy Kissel – Alternate

1. **Welcome**

2. **Approval of Agenda and Minutes**

2.1 The agenda was approved with the following change to the order (the actual Minutes will still reflect the agenda items in numerical order):

- 3.4 Personal Safety Coordinator/CSEC update will go first (due to a scheduling conflict for Fiona)

2.2 The minutes of the December 10, 2020 meeting were approved with the following correction:

- Section 3.1 – 1st bullet in Questions/Comments – strike out the “d” in the spelling of Chris’ surname (it should be spelled as Currie).

3. **Business Arising**

3.1 COVID-19 update

Gavin reported the following:

- Reminded everyone to conduct their daily health checks when coming on campus, and that the wearing of masks inside buildings is mandatory.
• OHS&E teams are currently working on safe work plans (SWPs) for Summer Session. They all require a new or amended SWP.

Questions/Comments:
• Pat commented on an emergency practice drill that UVic conducted 8-10 years ago when UVic conducted a mass flu immunization and suggested that we UVic do this again for the COVID vaccines. Pat said he plans to bring this up at USC. Gavin commented that it is subject to the Island Health roll out and community priority order of who/when shots are available, but making such an offer to Island Health is a good idea.

3.2 Local Safety Committee Update

Gavin provided the following update:
• There were a couple LS committees that did not happen in late December (timing issue with the Holiday break) so they will catch up in January.
• Committees are being asked to carry out performance reviews, doing the best they can to schedule in around their meetings and common areas inspections.

3.3 University Safety Committee Update

Kara provided the following update (Pat was not in attendance at the December meeting):
• Consultation is underway on the Bullying & Harassment Prevention courses – looking to have it refreshed.
• Rob Johns gave an update on the Safety App. A new App is coming in January (wrapping up the testing stage at this time). Gavin added that the new App will have more features. Rob reminded everyone to update their MyPage to put in “Yes” to receive updates, along with including mobile phone numbers.
• Reviewed the inspection reports from last year. Gavin noted that they reviewed the gas leak that required an inspection, and Kara noted that they reviewed the ammonia plant as well.

Questions/Comments:
• Christine asked whether the Bullying & Harassment Prevention course is a yearly training requirement. Gavin responded that it is not. Kara added a comment from Andy Mavretic that the training is a bit old (3 years) so the plan is for it to be reviewed. Gavin said it is a WorkSafe issue, and WorkSafe will get back to it and other training issues after COVID is done.
• Gavin reminded this committee to forward any questions from Andy’s presentation last month to Gavin for follow up.
3.4 Personal Safety Coordinator/CSEC update

Fiona (PSC) provided the following update:

- The winter Holiday Closure was peaceful. Security was busy with building checks and grounds checks. They saw some leaks and floods but no break and enters to report.
- The Annual Report will be coming out soon with the following stats:
  - Suspicious person reports were up – 150 in 2019 vs 450 in 2020;
  - Building checks every year are usually around 10,000 to 11,000 – in 2020 they had over 25,300 checks;
  - Medical calls were down in 2020 but that is largely due to less people being on campus – 400 in 2019 vs 185 for 2020;
  - Thefts – 150 in 2019 vs 75 in 2020;
- There were some homeless encampments over the break, and Campus Security and Facilities are aware of those. They are involving others for the clean up.
- Hiring is underway for another Security Officer.

4. Incident Reports


5. New Business

5.1 Gavin reported that he will be taking a medical leave, commencing Monday, January 18th, for 3 months. Andy has not yet appointed someone to replace Gavin for these meetings.

6. Adjournment:

The meeting adjourned at 2:44 pm.
The next meeting is scheduled for Thursday, February 11, 2021 at 2:30 p.m. via Zoom