

**JOINT CUPE 951/UNIVERSITY  
OCCUPATIONAL HEALTH & SAFETY COMMITTEE MEETING**

Thursday, August 11, 2022, 11:30am, via Zoom

**Present:**

<b><u>Worker Representatives:</u></b>	<b><u>Employer Representatives:</u></b>	<b><u>Ex-Officio:</u></b>
Amy Issel, Co-Chair, Recording Secretary	Lynn Meyers, Co-Chair	Jaclyn Davidson, Associate Director, OHSE
Janice Closson	Fiona Puszka	
Nykita Downie, Alternate	Chris Smith	
	Penny Waterman	

**Regrets:**

<b><u>Worker Representatives:</u></b>	<b><u>Employer Representatives:</u></b>	<b><u>Ex-Officio:</u></b>
Heidi Neeves Colin Newell		Andy Mavretic, Director, OHSE

**1. Welcome**

**2. Approval of Agenda and Minutes**

**2.1. Approval of Agenda**

The agenda was approved as circulated with the revision to next meeting date; September 8, 2022

**2.2. Approval of the minutes of the June 9, 2022 meeting**

The minutes were approved as circulated

**3. Business Arising**

**3.1. COVID-19 update**

Jaclyn reported the following:

- The Provincial Post-Secondary Steering Committee is continuing to meet regularly and no changes are anticipated for guidance into September.
- [UVic's communicable disease safety plan](#) is still in effect and will likely remain the same unless changes are announced
- The [Signage](#) on main doors has been updated to change the “back together” language to “stay health and safe”; the basic core measures in the circles remained the same.
- The temporary program requiring all new employees to be vaccinated is no longer in place.

**3.2. COVID-19 update remaining as an agenda item**

The committee discussed keeping COVID-19 as an agenda item and has decided to keep on the agenda for at least the September 2022 & October 2022 meetings and revisit then.

**3.3. Local Safety Committee update**

Jaclyn reported the following:

- Not a lot going on right now, committees have continued to meet quorum at their meetings through summer.
- Continue to provide reminders to complete inspections, especially as some were missed while working remotely, due to COVID-19.

### 3.4. Personal Safety Coordinator/CSEC update

Fiona reported the following:

- Have began the key audits in general offices; having formal discussions focusing on keys, are they labeled, alarmed etc. Currently about half way through.
- Patrol have noticed an increase in insecure windows and doors. A reminder to make sure everything is closed properly.
- We continue to have a lot of training in our area with the new staff, for patrol and security managers.
- Busy with presentations and booths in August, it is a busy time

### 3.5. University Safety Committee update

Nykita provided the following from the June 2022 USC meeting:

- [Ergonomics](#): There is an online office ergonomics course which is self serve
  - There are thirteen modules online; you can take the ones that are applicable to you. Departments can team up and take modules together. All are encouraged to look at the checklists and stretches.
  - There are a number of accessories available to sign out through HR, such as sit/stand desks, chairs, etc. You do not require a medical note to request a loaner. If you require for a medical reason, you will need to work with a Work Life Consultant.
- [Heat Guidelines](#): We are following provincial guidelines. Still developing communication strategy.
- West campus gateway: There has been feedback of no lights in certain places and no bike signage. There is a new contractor please send any concerns to [facman@uvic.ca](mailto:facman@uvic.ca).

Amy reported the following from the July 2022 USC meeting:

- [Building ventilation](#) work will continue into the fall to ensure they are in accordance with [WorkSafeBC](#) requirements.
- There was a **discussion** in regards to seeing if it would be possible to do a 'large' first aid training on campus for employees. Current practice remains to call campus security if you require [first aid](#).
- First aid kit purchases and maintenance are the responsibility of departments/units.
- A discussion in regards to the heat and high temperatures in buildings. The committee was advised that a chiller in the BWC is being replaced and this would not be the result of the high temperatures in the workspaces, it was likely due to the high heat temperatures. Supervisors are encouraged to work with their staff/students on a solution, such as remote work or working in a different location.

## 4. Incident Reports

4.1. Monthly CUPE 951 WorkSafeBC accidents/incidents for June 2022 (none)

*Nykita Downie left at 11:50am*

4.2. Monthly CUPE 951 WorkSafeBC accidents/incidents for July 2022 (one)

Jaclyn advised this was an incident, which involved moving hazardous chemicals and the employee is fine.

## 5. New Business

None

## Adjournment

The meeting adjourned at 11:52am

**Next meeting:** Thursday, September 8, 2022 at 11:30am, via Zoom

