

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

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**Minutes of the meeting held Thursday, February 9, 2023, 11:30 a.m. (via Zoom)**

**Present:**

Worker Representatives:

Nykita Downie \*  
Colin Newell

Employer Representatives:

Lynn Meyers \*\*  
Fiona Puszka  
Penny Waterman

Ex-Officio:

Jaelyn Davidson, OHSE  
(for Andy Mavretic)

\* Chair of Meeting (2023)

\*\* Minutes (2023)

Regrets:

Amy Issel  
Heidi Neeves

Chris Smith

**1. Welcome** – Nykita chaired the meeting in Amy’s absence \*

**2. Approval of Agenda and Minutes**

**2.1 Approval of Agenda**

- The agenda was approved as circulated.

**2.2 Approval of Minutes - December 2022 meeting** (Note: Jan/2023 meeting was cancelled)

- The minutes were approved as circulated.

**3. Business Arising**

**3.1 COVID-19 update**

Jaelyn reported the following:

- Status quo (same update) as what was provided in December 2022.
- No changes from the CDC or PHO, and the guidelines are still current as of November.
- Guest attendance at USC for consultation on exposure control plans; this year the [Communicable Disease Safety Plan](#) has been added so that it gets reviewed each year.
- Went over a summary of updates made throughout 2022, that were made as a reflection of PHO or CDC guidelines.

*Questions/Comments:*

- Lynn asked, further to the JOHSC minutes from October 13, 2022, if we need to keep the COVID-19 update as a separate standing item, or if it can now be removed from the



agenda. Jaclyn suggested including any COVID-19 comments/changes as part of the Local Safety Committee Update in **3.4** (below). **Agreed.**

### 3.2 Local Safety Committee Update

Jaclyn provided the following update:

- All committees continue to meet.
- OHSE is asking committees to complete their annual forms for presentation at the USC in March.
- Reminders were sent out in January about [WHMIS training](#) offerings, and in-person training will be available.

### 3.3 Personal Safety Coordinator/CSEC update

Fiona provided the following update:

- Sharing with safety committees that the key audit is now completed.
- Going around to check in with general offices.
- Reminder to go to [Learning Central](#) for updates on training provided through CSEC.
- Two (2) recent bike thefts have been since the Winter closures. These occurred in Residence and both bikes were cable locked. Reminders:
  - Use Kryptonite locks to secure bikes (not a cable lock);
  - Register your bike with the **Project 529 app** to help reduce the chance of it being stolen; Campus Security has decals;
  - Secure bike storage is available below the Jamie Cassels Centre.
- New key tags are available (from a different supplier this time) through the Print Shop. The lamination on the tags from the previous supplier did not hold up well. The new tags also promote the UVic Safety App.

#### *Questions/Comments:*

- Colin asked about the timelines on fire control courses, and how many people take fire extinguisher training. Fiona reported that fire extinguisher training is not normally offered until the weather is better because part of the training occurs outdoors. The training sessions are a half hour long. Campus Security is hoping to schedule two (2) per month, with 12 participants per session. Learning Central will have the dates and times.
- Colin also asked whether UVic still offers CPR training. Fiona indicated that it is no longer offered because Campus Security Officers are trained in CPR as a requirement of their job. She suggested looking at the Athletics website as they might post some training; local recreation centres also provide this type of training which is very inexpensive. Jaclyn added that UVic is no longer required to offer first aid training because we have 24 hour campus security.



- Colin noted that quite a few staff in University Systems are interested in fire control courses because of the hands-on electrical hazard risks in their work. Fiona advised that she could offer a separate session for this group. Colin will create list and send to Fiona.

### 3.4 University Safety Committee Update

- Nykita read out updates from previous USC notes (also contained in previous minutes).
- January USC update (*notes provided by Amy Issel after the January JOHSC meeting*):
  - COVID-19: No updates or changes at this time. The university website is still active and rapid test kits are still available for staff, faculty, and students.
  - Campus Closure: The university was closed on December 20, 21, and 23, 2022 due to weather. This resulted in some exams being rescheduled. The committee discussed the process//timeline for deciding if/when the University will be closed due to the weather.
  - Consultation Topics: The topics for the 2023 year were reviewed. The committee was reminded that OHSE topics of interest may be requested.

## 4. Incident Reports

### 4.1 Monthly CUPE 951 WorkSafeBC accidents/incidents – None

(*Note: no accidents/incidents were reported for Dec/2022 or Jan/2023*)

## 5. New Business

5.1 none

## 6. Adjournment

The meeting adjourned at 11:46 a.m.

**Next meeting:** Thursday, March 9, 2023 at 11:30 a.m. (*via Zoom*)

