

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

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**Minutes of the meeting held Thursday, July 11, 2024 at 11:30 a.m. (via Zoom)**

| <b>Worker Representatives</b>                                     | <b>Employer Representatives</b>                           | <b>Ex-Officio</b>  |
|---|---|--|
| <b><i>Present:</i></b><br>Nykitia Downie Co-Chair **<br>Amy Issel | Lynn Meyers, Co-Chair *<br>Trish Atchison<br>Allison Eddy | Andy Mavretic, Director, OHSE<br>(or <b><i>Jaclyn Davidson</i></b> , AD, OHSE) |
| <b><i>Regrets:</i></b><br>Heidi Neeves<br>Susie Dancer            |   |  |
|   |   | * Chair of Meeting (2024)<br>** Minutes (2024)                                 |

**1. Welcome**

**2. Approval of Agenda and Minutes**

**2.1 Approval of Agenda**

- The agenda was approved check – good

**2.2 Approval of Minutes – May and June meeting**

- The minutes were approved as circulated check - good

**3. Business Arising**

**3.1 Local Safety Committee (LSC) Update**

Jaclyn provided the following update:

- Heat warning – notice on website
- Emailed departments that are dominantly outside. Met and talked about cooling strategies
- WorkSafe inspection biosafety labs
- LSC inspection and reports, minutes – no orders written, equipment maintenance – all compliant

**3.2 Personal Safety Manager / CSEC update**

Allison provided the following update:



University  
of Victoria



- Alison will continue to attend
- Heat reminders, close and lock doors and windows
- 6.1 earthquake today – what to do
- Training – learning central – BEC, FEC, Active Threat, Fire extinguisher training
- Encampment – UBC, VIU all gone
- Here or see anything concerning please call CSEC
- Non urgent – [encampment@uvic.ca](mailto:encampment@uvic.ca)

### 3.3 University Safety Committee (USC) Update

Nykita provided the following update:

#### **New Business**

a. Consultation topic: Ergonomics

Cathy provided an overview of the university's ergonomics program that she leads in HR. The services focus on prevention and education as well as providing resources.

#### **Emergency Planning (EP)**

Rob advised that he has been involved in the significant preparations for convocation in an effort to help reduce the impact of possible disruptions. The ceremonies went well last week. A number of fire drills were cancelled throughout May but these drills have now been rescheduled.

#### **Encampment update**

Rob advised that the provincial government has created a document to help inform post-secondary institutions on the management of encampments and actions to consider. Kane noted other institutions in Quebec and Ontario have pursued or are considering injunctions as a possible remedy, but it would need to be approved by the courts.

#### **WorkSafeBC a. May 2024 claims summary**

Elizabeth reviewed the four incidents which included one health care and three time loss claims.

b. Inspection reports

Andy advised WSBC has accepted the progress that the SCIE Machine Shop has made in regards to the 3 orders, and has closed out the inspection report with compliance achieved.

## 4. Incident Reports

### 4.1 Monthly CUPE 951 WorkSafeBC accidents/incidents – June Report



- One time loss – approved
- DAYC - Jumping with children and landed awkwardly, rolling left knee inwards

**5. New Business**

**5.1 None**

**6. Adjournment**

The meeting adjourned at 11:48 am

**Next meeting:** Thursday, August 8, 2024 at 11:30 a.m. (*via Zoom*)

