Minutes of the meeting held Thursday, October 8, 2020, 3:00 pm, via Zoom

Present:

Worker Representatives:                      Employer Representatives:                      Committee Resources:
Kate Brooks                                    Lynn Meyers                                      Gavin St. Michael
Kara White *                                   Fiona Puszka

* Chair of Meeting

Regrets:
Christine Currie
Amy Issel – Alternate
Pat Shade
Chris Smith

1. Welcome

2. Approval of Agenda and Minutes

2.1 The agenda was approved (no additions).
2.2 The minutes of the September 10, 2020 meeting were approved.

3. Business Arising

3.1 COVID-19 update

Gavin reported the following:

- It was reported at USC that 482 safe work plans (SWPs) have been completed, however, it’s closer to 550 now.
- There are 200 study spaces available on campus for students – working well, but low numbers attending.
- OHSE are getting ready to work on the Spring SWPs, starting on those now, as well as some SWPs for external groups (e.g. martial arts club wanting to come back on campus in January)
- Influenza Clinics are coming – both Island Health and UVic will be offering clinics in the MacKinnon Gym in late October.
Kara asked where the clinics will be posted. Gavin advised that they be well promoted on the websites, but dates are still being finalized for the IH clinics and the UVic clinics. Should be advertised within a few weeks.

3.2 Local Safety Committee Update

Gavin provided the following update:

- Still trying to develop a committee for the Health & Wellness building. There is an adhoc committee in the interim reviewing SWPs right now, with membership from each of the unions in that building. OHSE is trying to get a committee established for an October meeting.
- Other meetings are going ahead by Zoom, and all going well.

Kara asked about LSCs. With COVID challenges she was asking where we are at with LSC training. Gavin advised that it is being reviewed, and will invite those who need training to sessions. For the joint committees, there is on-line modules on the OHSE website.

3.3 University Safety Committee Update

Gavin reported on the following:

- CHEM experiment explosion in a fume hood – a researcher was injured, but has since fully recovered. Department will look to see if the experiment was done properly and if it was in the right location. It was suggested that had the fume hood sash been in the right spot, the accident probably would not have happened.
- Case Management Response Team – there is a new team prepared to respond to any COVID-19 cases on campus, but so far there have been no cases. The team will liaise with Island Health who will then do the contact tracing.
- Also discussed was the Working Alone procedures.
- The usual Emergency Planning update was provided by Rob Johns.

Kate attended (in Pat’s absence) and reported on the following:

- There was a good suggestion made on the Working Alone procedures specific to back-and-forth check-ins.
- There was discussion on the Shake Out coming up in October.
- Also discussed was the poor air quality due to the fires in the States, especially how it impacted 917 employees who work outside. There was discussion of putting a plan in place should it occur again this year or next. Kane Kilbey, AVPHR will look at some other policies.
3.4 Personal Safety Coordinator/CSEC update

Fiona provided the following update:
- Continue to provide orientation sessions virtually.
- Fire Extinguisher training is being provided for residences on campus on October 15th.
- Great BC Shake Out is also scheduled for October 15th at 10:15 a.m. – nothing live this year though. You can go to the Emergency Planning website to get more details.
- Fire drills are scheduled, and there will be virtual meetings with FEC/BEC
- Working with Student Life to get biweekly newsletter out on information.
- Classroom Ambassador Safety training – provided several (6) training sessions so far.

4. Incident Reports

4.1 Monthly CUPE 951 WorkSafeBC accidents/incidents – none for September

5. New Business

5.1 No new business

6. Adjournment:

The meeting adjourned at 2:43 pm.
The next meeting is scheduled for Thursday November 12, 2020 at 2:30 p.m. via Zoom