University Safety Committee

MINUTES

Date: Tuesday, February 27, 2018                  Time: 2:30p.m.                            Place: BEC 402

Present       Regrets

1. Approval of the Agenda
   Motion: to approve the agenda. Carried.

2. Approval of the Minutes – January 30, 2018
   Motion: to approve the minutes. Carried.

3. Business Arising - none

4. New Business
   a. Consultation: Health & Safety Training
      Elizabeth reviewed the consultation report for training in 2017. Thirteen courses are now available online in CourseSpaces. Enrollment in online training for OHSE courses continues to increase. Classroom sessions are still available for core research safety courses at the beginning of each term. Darryl also reviewed the training provided to Facilities Management staff which resulted in 500 hours of safety-related training in 2017.

   b. WSBC annual claims summary
      Andy shared the summary of 2017 WSBC claims and provided a presentation of comparison data from past years. The university continues to see improvements with claims durations, costs and return to work performance. The university’s insurance premiums are assessed over a 3-year period and there will be another decrease in our surcharge, for the second year in a row. Andy also reviewed incident investigation stats, which showed that the majority of joint investigations are being completed within 30-days from injury date as required by WSBC.
5. **Emergency Planning Update**
   Rob shared that ~2000 people accessed the [extreme weather website](#) when we had the snowfall on February 21 and that UCAM was able to refer people to the FAQs. Rob invited the committee to attend the free session on February 28 at the BWC entitled *Tsunami 101: Risk, Impact and Preparedness*. Rob is reviewing the fire safety plans for buildings on campus. Rob and Darryl continue to work on the emergency response plans and repairs for the ammonia plant at the ISC.

6. **Personal Safety Coordinator (PSC) Update**
   Fiona noted that training opportunities are in progress and currently available to the campus community. The Annual 2017 CSEC report will be available soon. Bike thefts as well as theft from lockers have increased. In particular, thefts from lockers in the MacLaurin building.

7. **WorkSafeBC**
   a. **January Accident/Incident Report**
      Elizabeth reviewed the report wherein there were 9 claims submitted to WSBC; four included time-loss, two were health care claims, and three were reports to WSBC.
   
   b. **Monthly Inspection Reports**
      There were no new inspection reports for February.

8. **Other Business**
   Leigh noted that FMGT has identified a number of areas where items are accumulating in stairwells and corridors, which is contrary to BC Fire Code and UVic Buildings/Grounds Policy. Leigh will work with OHSE to communicate information to LSC’s as a reminder and to encourage removal of such items.

*Meeting adjourned at 3:20pm. Next meeting on Tuesday, March 27, 2018 in BEC 402.*