1. Approval of the Agenda
   Motion: to approve the agenda with an update on the incident in a chemistry lab added to Other Business. Carried.

2. Approval of the Minutes
   Motion: to approve the minutes from July 28. Carried.

3. Business Arising
   a. COVID-19 general campus updates
      Kane reviewed slides on an overview of campus in the fall. Courses will be predominantly online with the exception of ~170 undergraduate courses and half the usual component of graduate classes being face-to-face (f2f) teaching. This equates to approximately 3500 students on campus taking classes instead of the usual 22,000. Kane notes ~4800 students reside in the greater Victoria area and they may wish to access campus as well; and with ~800 students moving into student housing (40% of normal capacity). Dedicated study spaces are being created so they can be booked and safety ambassadors will be helping manage access to and from classrooms.

      The use of non-medical masks is evolving and the university will be recommending the use of masks in public indoor spaces where physical distancing cannot be maintained for longer than brief periods. The university will be providing masks to the campus community and is currently estimating how many will be needed and how they will be distributed.

      Andy noted OHSE is finalizing the set-up plans for centrally booked classrooms (~15 rooms in 8 buildings). These rooms have seating space marked, floor signage for the flow in/out of the room, and areas to queue. A supply cart with cleaning and hygiene items is in each room for use by the safety ambassadors. Andy will be presenting the plans at an academic forum meeting this week and they will be posted on the OHSE f2f website soon after. OHSE is continuing to work with many groups on a variety of SWPs (offices, specialized unit/services, research phase 3). OHSE is also assisting units and instructors to draft SWPs for f2f courses in specialized facilities such as labs and
studios in Sciences and Fine Arts. Allison will follow up with OREG regarding onboarding the safety ambassadors.

Rob noted the BST has completed 31 buildings with ~8 more to be completed next week. He is also working on COVID case management scenarios for procedures when a member of the campus community is ill. FGMT is working with the supplier to look into swapping out the current hand sanitizer product that is in the sani-pole stations.

4. **New Business**
   a. **Self-Assessment and Self-Isolation Protocol**
      Kane reviewed the protocol which was developed with the locals on campus. Letters of understanding have also been drafted with the locals regarding sick time. The protocol also includes specific guidance for students. The BC CDC website continues to be the helpful resource for guidance on testing and self-isolation.

   Rob will be contacting BECs regarding how fire drills may be conducted this fall. The Great BC Shake-Out will likely be done via a home drill.

6. **PSC Update**
   Allison has been attending LSCs and notes that OHSE Consultants have been great in their responses to questions about the safe work plans. The PSCs are working with HR and the OSTL on violence prevention programs. Transient people continue to visit campus and if there are any concerns please contact CSEC. Allison has been working with HEAL & COUN about their messaging to students regarding their new location in the Health and Wellness building (HWB) as there has been a concern from staff in SAU about students coming in looking for the location of HWB. Fire extinguisher training will be online in the fall. PSCs are attending orientation sessions virtually this year. Move-in day to RESS is on Sunday, September 6 and will take place in parking lot 2. Andy will be sending an updated list of buildings and classroom schedules to CSEC shortly.

7. **WorkSafeBC**
   a. **July claims report**
      Elizabeth reviewed the July report which showed 6 claims submitted to WSBC; 3 included time-loss claims and 3 were for health care.
   b. **New Monthly Inspection Reports**
      Andy provided follow up on the bullying and harassment WSBC inspection report. OHSE provided the requested training and program records and all was deemed in compliance by the WSBC Officer.

8. **Other Business**
   a. **Chemistry lab incident**
      A serious incident occurred in a chemistry lab with a post-doc employee while they were performing an experiment in a fumehood. Andy has reported the incident to WSBC and OHSE is coordinating an investigation.

*Meeting adjourned at 4:00pm. Next meeting on Tuesday, September 29, 2020 via Zoom.*