



## MINUTES

**Date: Tuesday, February 23, 2021**

**Time: 2:30p.m.**

**Place: online**

<u>Present</u>	<u>Regrets</u>
Ori Granot, PEA – Chair	Greg Melnechuk, CUPE 4163
Cliff Haman, PEA ( <i>alternate</i> )	Tom Downie, CSEC Director
Eric Segec, CUPE 917	
Pat Shade, CUPE 951	
Terri Lacourse, Faculty Association	
Kane Kilbey, AVP Human Resources - Chair	
Leigh Andersen, FGMT Director	
Keith Cascon, CSEC Manager	
Rob Johns, Emergency Planning Manager	
Fiona Puszka, Personal Safety Coordinator	
Darryl Huculak, FGMT Health & Safety Coordinator	
Ben McAllister, Manager Risk & Insurance	
Andy Mavretic, OHSE Director	
Elizabeth Errington, OHSE Administrative Coordinator	

**1. Approval of the Agenda**

**Motion:** to approve the agenda. *Carried.*

**2. Approval of the Minutes**

**Motion:** to approve the minutes from January 26, 2021. *Carried.*

**3. Business Arising**

a. COVID-19 campus updates

Kane reported that based on the province’s vaccine roll-out timetable, it is anticipated that ~88% faculty, ~70% sessionals, and ~3/4 of staff will be vaccinated by the end of the summer. Getting the vaccine will be strongly encouraged but not required, as per the provincial health officer (PHO) and [WSBC](#). Summer academic plans will be similar to this current term with various planning scenarios for the fall now in development. Final planning assumptions will depend upon the PHO’s recommendations and updated go-forward guidelines, the latter which are currently in the early stages of review.

Andy reported that OHSE continues to work on classroom inventories in modelling for different scenarios based on occupancy limits and social distancing. The [classroom safety ambassador](#) program will continue through the summer. It is currently in review for how it may be reorganized for the fall term as many ambassadors who have been redeployed from the ancillary units may be going back to their primary jobs. The university is getting more requests for planning and/or hosting external events. [Safe work plans](#) must continue to be in place and updated, as per WSBC.

Rob continues to work with and support Island Health. Rob notes the university has had some students (off-campus/off island) test positive for COVID-19 and that these students have been offered support.

#### 4. New Business

a. WSBC 2020 annual claims summary

Andy reviewed the summary of 2020 WSBC claims and provided a presentation of claims performance data from past years. The university's claim durations and costs decreased in 2020 (attributed to the start of working-from-home in March due to the pandemic). Approximately 47% of all time loss claims participated in a modified duties plan. The remaining time loss claims had an average claim duration of 7 days. Andy also reviewed incident investigation stats, which showed that the majority of joint investigations continue to be completed within 30-days from injury date as required by WSBC.

b. Consultation: Health and Safety Training

Andy provided an overview of the 2020 health and safety training program provided by OHSE to campus in the areas of research safety, occupational health and safety, and new employee orientation. Research safety training usually offered in the classroom was moved online due to the pandemic. Online courses are currently available online via CourseSpaces but will be moving to Brightspace in the spring. Enrollment will be via Learning Central; linked from the [OHSE training website](#). Darryl reviewed the training provided to FMGT staff which resulted in 251 hours of safety-related training in 2020. This was lower than years past as the majority of FMGT training is classroom based and could not be provided due to the pandemic.

#### 5. Emergency Planning Update (EP)

Rob reported that full test of the upgraded new [UVic alerts system](#) was a success. Alerts are received much quicker and alerts via the UVic SafetyApp are instant which will be essential during a real crisis.

#### 6. PSC Update

Fiona reported that the CSEC 2020 annual report will be available [online](#) soon. She has been reminding LSCs to help ensure that doors and windows are secured in all the various buildings as security officers have reported an increase in insecure buildings. Allison Eddy is starting a new position of personal safety manager. Her role will manage at risk/serious behaviours on campus and help departments work together. Fiona continues to assist the OSTL with students in need.

#### 7. WorkSafeBC

a. January claims report

Elizabeth reviewed the report which reflected 9 claims submitted to WSBC; 7 included time-loss and 2 were for health care.

b. New inspection reports - none

#### 8. Other Business – Reminder that Pink Shirt Day is tomorrow, February 24.

*Meeting adjourned 3:27pm. Next meeting Tuesday March 30, 2021.*

