



MINUTES

Date: Tuesday, January 26, 2021

Time: 2:30p.m.

Place: online

<u>Present</u>	<u>Regrets</u>
Ori Granot, PEA	Greg Melnechuk, CUPE 4163
Cliff Haman, PEA (<i>alternate</i>)	Terri Lacourse, Faculty Association
Eric Segec, CUPE 917	Tom Downie, CSEC Director
Pat Shade, CUPE 951	
Victoria Wyatt, Faculty Association (<i>alternate</i>)	
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	
Jaclyn Davidson, Biosafety Officer (<i>guest</i>)	

1. Approval of the Agenda

Motion: to approve the agenda. *Carried.*

2. Approval of the Minutes

Motion: to approve the minutes from December 15, 2020. *Carried.*

3. Business Arising

a. COVID-19 campus updates

Andy reported that OHSE continues to work with departments on their face-to-face safe work plans (SWP) for this term and the upcoming summer term. There will be ~6 additional classroom spaces set-up to accommodate a possible increase in F2F sessions. Andy noted that [field schools and field research](#) SWPs are now underway. He advised the committee that [masks](#) are required to be worn when seated in designated seats in indoor common areas, except while consuming food or beverage. The next [provincial health officer update](#) is on February 5 which will inform whether current restrictions (e.g. events and social gatherings) will be extended.

Kane reported that [additional rooms](#) have been provisioned for students to use, for example, when attending online classes or giving presentations. Overall, these spaces have been utilized to ~25% of capacity. Kane noted the [provincial immunization plan](#) is based primarily on age group. The roll-out has helped with some preliminary planning for the fall term, and the university is inquiring how out-of-province students will be vaccinated.

Rob is working with Island Health to determine if there is a suitable location to help support the vaccine campaign to the community. The testing site continues to be active in parking lot 10. Rob continues to attend meetings with other institutions and the medical health officer. He invites the committee to send him questions to consider bringing forward.

b. Environmental Health and Safety (EHS) Policy

The policy has undergone extensive consultation including the faculty association, PEA and CUPE union groups. Andy noted most updates to the policy were done in the former guidelines section which is now procedures. Definitions were also updated as well as the addition of new language on workplace impairment, as per WorkSafeBC. Andy will consult with the policy officer on bringing forward to the board of governors for approval.

c. 2021 consultation calendar

Andy reviewed the schedule for 2021 which includes WSBC updates, regulatory reviews, and some internal reviews. Ideas for additional topics can be brought forward to the committee. Ben noted that risk management reviews their epidemic/pandemic mitigation strategy annually.

4. New Business

a. Consultation: Exposure Control Plans (ECP)

As biosafety officer, Jaclyn reviews these plans annually, as per WSBC. She noted that some specific industries must have an ECP that addresses COVID-19 risks. On campus, COVID-19 exposure control measures are included as part of each unit/researcher SWP. Jaclyn gave an overview of the departments and research areas that require an ECP. Darryl noted that the FGMT ECP was updated to refer to the [revised](#) Workers Compensation Act regulation numbers.

5. PSC Update

Fiona reported that there were no break and enters over the winter break. She gave an overview of the 2020 annual report that will be available [online](#) soon. In 2020, security officers were very busy doing increased patrolling of campus grounds and buildings and there was a large increase in the report of suspicious persons. CSEC is hiring another security officer to start late February. Leigh confirmed that if there is a safety concern with FGMT or contractors, the customer service line 721-7616 can be called.

6. Emergency Planning Update (EP)

Rob reported that the documents pertaining to the Bamfield recommendations will be available upon completion. UVic Alerts will be tested tomorrow at 1:30pm as the system has been updated to send out messages faster than the previous version.

7. WorkSafeBC

a. December claims report

Elizabeth reviewed the report which showed 2 time-loss and 3 health care claims submitted to WSBC.

b. WSBC Inspection Report 2020 Summary

Andy gave an overview of the inspection reports from 2020 and confirmed that all IR's and orders have been addressed.

c. Inspection Report

Darryl confirmed the emergency response procedure training for the ISC ammonia plant was tested on January 11. Training sessions will now be scheduled for all four shifts and will be completed by end of February.

8. Other Business – none. *Meeting adjourned 3:45pm. Next meeting Tues. Feb 23/21.*