



## MINUTES

**Date: Tuesday, July 30, 2019**

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

**Place: BEC 402**

### Present

### Regrets

Kara White, CUPE 951	Sasha Kovacs, Faculty Association
Ori Granot, PEA	Joan Bowles, PEA ( <i>alternate</i> )
Eric Segec, CUPE 917	Rob Johns, Manager Emergency Planning
Greg Melnechuk, CUPE 4163	
Kane Kilbey, AVP Human Resources ( <i>Chair</i> )	
Leigh Andersen, Director FGMT	
Colin Porter, Director UNFS	
Tom Downie, Director CSEC	
Ben McAllister, Manager Risk & Insurance	
Fiona Puszka, Personal Safety Coordinator	
Darryl Huculak, FGMT Health & Safety Coordinator	
Andy Mavretic, Director OHSE	
Elizabeth Errington, Admin. Coordinator OHSE	

### 1. Approval of the Agenda

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

### 2. Approval of the Minutes

**Motion:** to approve the minutes from June 25, 2019. *Carried.*

### 3. Business Arising - *none*

### 4. New Business

#### a. Consultation: First Aid

Andy provided an overview for First Aid provided by Campus Security (CSEC). All security officers have OFA Level 2 training. It was noted that first aid services will be provided by CSEC, under contract with UVic Properties, to the Queenswood campus effective August 1. The first aid assessment worksheet was also presented and showed the university's workplace hazard rating is considered low, as per WSBC.

#### b. Second quarter WSBC claims

Andy reviewed the report which noted that the number of time loss claims are higher in this year's second quarter than in 2018. A new graph was also presented to illustrate the nature of injuries overall as well as percentage per time loss claims and health care claims. Strain and sprain injuries continue to be the predominant injury type. OHSE will also look at developing additional reports that can summarize injury cause.

### 5. Emergency Planning (EP) Update

On behalf of Rob, Tom noted that EP has been busy with fire drills, launching fire safety plans across campus, and getting ready for the BC ShakeOut in October. Darryl noted that he and Rob recently arranged a Rapid Damage Assessment exercise for FMGT project managers and carpenters.

**6. PSC Update**

Fiona informed the committee that the number of homeless people visiting campus to shelter in buildings or on the grounds has increased this year. CSEC helps direct these individuals to other resources. The PSCs will be working on key control security on campus and making recommendations with follow-up checks. A best practice for those departments utilizing key presses will be initiated.

**7. WorkSafeBC**

a. June claims report

Elizabeth reviewed the report wherein there were 7 claims submitted to WSBC; 4 included time-loss and 3 were health care claims.

b. New Monthly Inspection Reports

There were no new inspection reports from WSBC to review.

**8. Other Business - none**

*Meeting adjourned at 3:15 pm. Next meeting on Tuesday, August 25, 2019 in BEC 402.*

