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

2. Approval of the Minutes  
   **Motion:** to approve the minutes from May 26.  *Carried.*

3. Business Arising  
   a. **COVID-19 general campus updates & safe work plans (SWP)**  
      Kane reviewed his *Returning to Campus* presentation. Kane notes that ~850 students will be residing in campus housing rather than the usual figure of 2300 but that students living locally may still want to access campus. The safe resumption of research, activities, teaching, and administration on campus is informed by the PHO and post-secondary institution go-forward guidelines (expected to be published in July). There are five steps in resuming all services on campus: *plan a return to the workplace, develop safe work plans, support each other, ensure ongoing communication, and “model the way”*. Andy confirmed that the UVic COVID Safety Plan *online training* is required to be completed by all faculty and staff to ensure everyone is aware of the institutional protocols and polices. Unit safe work plans (SWP) will provide the area-specific protocols and training for faculty and staff for their respective units.

      Andy reiterated Kane’s slide that resumption of campus activities will be a conservative, gradual start and SWPs must be in place. Service focused departments, offices, and face-to-face (F2F) instruction is now the priority for campus planning as research resumption is well underway. Andy is working with the Registrar and units on F2F timetables, courses, sections, and locations in order to help develop SWPs and instructions on both general classroom use and specialized teaching areas (e.g. laboratories, studios, etc.). Eric brought forward concerns on behalf of the union about the status of SWP’s in the various CUPE 917 units that have been active since the early spring. Andy noted that guidance about SWPs were not initially available from WSBC and so the plans were delayed with the templates were being developed. However, appropriate safety preventative measures were established during that period where most other staff were working

---

**Present**  
- Pat Shade, CUPE 951  
- Ori Granot, PEA  
- Eric Segec, CUPE 917  
- Sasha Kovacs, Faculty Association  
- Kane Kilbey, AVP Human Resources *(Chair)*  
- Leigh Andersen, FGMT Director  
- Keith Cascon, CSEC Manager  
- Pat Shade, CUPE 951  
- Cliff Haman, PEA *(alternate)*  
- Ori Granot, PEA  
- Greg Melnechuk, CUPE 4163  
- Eric Segec, CUPE 917  
- Tom Downie, CSEC Director  
- Sasha Kovacs, Faculty Association  
- Kane Kilbey, AVP Human Resources *(Chair)*  
- Leigh Andersen, FGMT Director  
- Keith Cascon, CSEC Manager  
- Pat Shade, CUPE 951  
- Cliff Haman, PEA *(alternate)*  
- Ori Granot, PEA  
- Greg Melnechuk, CUPE 4163  
- Eric Segec, CUPE 917  
- Tom Downie, CSEC Director  
- Sasha Kovacs, Faculty Association  
- Kane Kilbey, AVP Human Resources *(Chair)*  
- Leigh Andersen, FGMT Director  
- Keith Cascon, CSEC Manager  
- Pat Shade, CUPE 951  
- Cliff Haman, PEA *(alternate)*  
- Ori Granot, PEA  
- Greg Melnechuk, CUPE 4163  
- Eric Segec, CUPE 917  
- Tom Downie, CSEC Director  
- Sasha Kovacs, Faculty Association  
- Kane Kilbey, AVP Human Resources *(Chair)*  
- Leigh Andersen, FGMT Director  
- Keith Cascon, CSEC Manager  
- Pat Shade, CUPE 951  
- Cliff Haman, PEA *(alternate)*  
- Ori Granot, PEA  
- Greg Melnechuk, CUPE 4163  
- Eric Segec, CUPE 917  
- Tom Downie, CSEC Director  
- Sasha Kovacs, Faculty Association  
- Kane Kilbey, AVP Human Resources *(Chair)*  
- Leigh Andersen, FGMT Director  
- Keith Cascon, CSEC Manager  
- Pat Shade, CUPE 951  
- Cliff Haman, PEA *(alternate)*  
- Ori Granot, PEA  
- Greg Melnechuk, CUPE 4163  
- Eric Segec, CUPE 917  
- Tom Downie, CSEC Director  
- Sasha Kovacs, Faculty Association  
- Kane Kilbey, AVP Human Resources *(Chair)*  
- Leigh Andersen, FGMT Director  
- Keith Cascon, CSEC Manager  
- Pat Shade, CUPE 951  
- Cliff Haman, PEA *(alternate)*  
- Ori Granot, PEA  
- Greg Melnechuk, CUPE 4163  
- Eric Segec, CUPE 917  
- Tom Downie, CSEC Director  
- Sasha Kovacs, Faculty Association  
- Kane Kilbey, AVP Human Resources *(Chair)*  
- Leigh Andersen, FGMT Director  
- Keith Cascon, CSEC Manager  
- Pat Shade, CUPE 951  
- Cliff Haman, PEA *(alternate)*  
- Ori Granot, PEA  
- Greg Melnechuk, CUPE 4163  
- Eric Segec, CUPE 917  
- Tom Downie, CSEC Director  
- Sasha Kovacs, Faculty Association  
- Kane Kilbey, AVP Human Resources *(Chair)*  
- Leigh Andersen, FGMT Director  
- Keith Cascon, CSEC Manager  
- Pat Shade, CUPE 951  
- Cliff Haman, PEA *(alternate)*  
- Ori Granot, PEA  
- Greg Melnechuk, CUPE 4163  
- Eric Segec, CUPE 917  
- Tom Downie, CSEC Director  
- Sasha Kovacs, Faculty Association  
- Kane Kilbey, AVP Human Resources *(Chair)*  
- Leigh Andersen, FGMT Director  
- Keith Cascon, CSEC Manager  
- Pat Shade, CUPE 951  
- Cliff Haman, PEA *(alternate)*  
- Ori Granot, PEA  
- Greg Melnechuk, CUPE 4163  
- Eric Segec, CUPE 917  
- Tom Downie, CSEC Director  
- Sasha Kovacs, Faculty Association  
- Kane Kilbey, AVP Human Resources *(Chair)*  
- Leigh Andersen, FGMT Director  
- Keith Cascon, CSEC Manager  
- Pat Shade, CUPE 951  
- Cliff Haman, PEA *(alternate)*  
- Ori Granot, PEA  
- Greg Melnechuk, CUPE 4163  
- Eric Segec, CUPE 917  
- Tom Downie, CSEC Director  
- Sasha Kovacs, Faculty Association  
- Kane Kilbey, AVP Human Resources *(Chair)*  
- Leigh Andersen, FGMT Director  
- Keith Cascon, CSEC Manager  
- Pat Shade, CUPE 951  
- Cliff Haman, PEA *(alternate)*  
- Ori Granot, PEA  
- Greg Melnechuk, CUPE 4163  
- Eric Segec, CUPE 917  
- Tom Downie, CSEC Director  
- Sasha Kovacs, Faculty Association  
- Kane Kilbey, AVP Human Resources *(Chair)*  
- Leigh Andersen, FGMT Director  
- Keith Cascon, CSEC Manager  
- Pat Shade, CUPE 951  
- Cliff Haman, PEA *(alternate)*  
- Ori Granot, PEA  
- Greg Melnechuk, CUPE 4163  
- Eric Segec, CUPE 917  
- Tom Downie, CSEC Director  
- Sasha Kovacs, Faculty Association  
- Kane Kilbey, AVP Human Resources *(Chair)*  
- Leigh Andersen, FGMT Director  
- Keith Cascon, CSEC Manager  
- Pat Shade, CUPE 951  
- Cliff Haman, PEA *(alternate)*  
- Ori Granot, PEA  
- Greg Melnechuk, CUPE 4163  
- Eric Segec, CUPE 917  
- Tom Downie, CSEC Director  
- Sasha Kovacs, Faculty Association  
- Kane Kilbey, AVP Human Resources *(Chair)*  
- Leigh Andersen, FGMT Director  
- Keith Cascon, CSEC Manager  
- Pat Shade, CUPE 951  
- Cliff Haman, PEA *(alternate)*  
- Ori Granot, PEA  
- Greg Melnechuk, CUPE 4163  
- Eric Segec, CUPE 917  
- Tom Downie, CSEC Director  
- Sasha Kovacs, Faculty Association  
- Kane Kilbey, AVP Human Resources *(Chair)*  
- Leigh Andersen, FGMT Director  
- Keith Cascon, CSEC Manager  
- Pat Shade, CUPE 951  
- Cliff Haman, PEA *(alternate)*  
- Ori Granot, PEA  
- Greg Melnechuk, CUPE 4163  
- Eric Segec, CUPE 917  
- Tom Downie, CSEC Director  
- Sasha Kovacs, Faculty Association  
- Kane Kilbey, AVP Human Resources *(Chair)*  
- Leigh Andersen, FGMT Director  
- Keith Cascon, CSEC Manager  
- Pat Shade, CUPE 951  
- Cliff Haman, PEA *(alternate)*  
- Ori Granot, PEA  
- Greg Melnechuk, CUPE 4163  
- Eric Segec, CUPE 917  
- Tom Downie, CSEC Director  
- Sasha Kovacs, Faculty Association  
- Kane Kilbey, AVP Human Resources *(Chair)*  
- Leigh Andersen, FGMT Director  
- Keith Cascon, CSEC Manager  
- Pat Shade, CUPE 951  
- Cliff Haman, PEA *(alternate)*  
- Ori Granot, PEA  
- Greg Melnechuk, CUPE 4163  
- Eric Segec, CUPE 917  
- Tom Downie, CSEC Director  
- Sasha Kovacs, Faculty Association  
- Kane Kilbey, AVP Human Resources *(Chair)*  
- Leigh Andersen, FGMT Director 

---
It is expected that all units who are active are developing/completing their plans now, and Leigh noted that the FMGT safe work plans were in-progress and consultation would be occurring soon with staff and their joint local safety committee.

4. **New Business**
   a. **Consultation: Confined Spaces**
      Darryl reviewed the criteria that defines a confined space. FGMT maintains a list of all confined spaces on campus and provides this to the Oak Bay and Saanich Fire Departments. FGMT staff do not enter high risk confined spaces. Staff undergo confined space refresher training every 3 years. Contractors working on campus follow their own procedures for working in confined spaces.

   Rob reviewed the natural gas leak that occurred in parking lot 10 near the Phoenix building on May 28. Disruption to campus was minimal as remote working from home continues. The UVicSafetyApp communicated out the gas leak as well as the black bear that was roaming on campus recently. Fire drills will be modified this year due to physical distancing requirements. BEC’s and FEC’s will attend a Zoom call for their building and review a fire bells event from beginning to end. Rob noted that EP is reviewing the recently published report on the tragic bus crash from last year. Kane notes that the USC will review this report’s recommendations and implications in the fall.

6. **PSC Update**
   Fiona reports that online training with the PSCs is available via Zoom with registration through Learning Central. PSCs are attending campus joint LSC meetings virtually. The highly successful UWatch program has now concluded. Keith reports that in support of Black Lives Matter, all CSEC staff will be completing an anti-racism course in July with Dr. Moussa Magassa as facilitator; with more courses progressing into August.

7. **WorkSafeBC**
   b. **May claims report**
      Elizabeth reviewed the May report which showed 2 time-loss claims submitted to WSBC.

   c. **New Monthly Inspection Reports** - none

8. **Other Business** – none

*Meeting adjourned at 4:00pm. Next meeting on Tuesday, July 28, 2020 via Zoom.*