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

   Motion: to approve the minutes with a correction in (4a) that FGMT safety training hours for 2018 were 412. Carried.

3. Business Arising
   a. Membership update
      Kane updated the committee that Sasha Kovacs has been ratified as the Faculty Association (FA) representative on the USC. The FA will seek a new alternate. Thank you to Alex Adrock who has completed his term as the CUPE 951 alternate. Ori Granot, PEA, has accepted the role as worker Co-chair on the USC for the remainder of 2019.

4. New Business
   a. Consultation – Respirators
      Graham reviewed the university’s respiratory protection program. He works with 16 units on campus to ensure employees who require respiratory protection in their roles are correctly fit-tested annually, as per WSBC regulations. In 2018, Graham fit-test 58 employees; Darryl fit-tested 33 FMGT employees. Graham reviewed properties of N95 respirators, half-face, and full-face respirators. The majority of units use N95 respirators to protect against particulates, mist, and biologicals.

   b. 2018 USC annual evaluation
      Kane reviewed the 5 page evaluation completed by himself and outgoing Co-chair, Fran Gebhard. The USC successfully met 12 times in 2018 and achieved quorum at each meeting. The USC consulted together on various health and safety topics such as cannabis legalization and natural gas disruption planning as well as discussed proposed changes to the ammonia plant and
emergency response procedures. No work refusals were reported to the USC in 2018. Ori suggested that lab incidents, which might have broader significance to USC members and campus (e.g. larger spills or lab/building disruptions), be reviewed at USC. Andy advised that all lab incidents are investigated and reviewed at LSC’s and Research Committees, and he will continue to share noteworthy lab issues/incidents as they arise.

c. **Local safety committee review**
   Andy summarized the annual evaluations of all 26 LSCs at the university, highlighting the number of meetings held, common area inspections completed, and self-assessment rankings. He noted that LSCs are organized along department/faculty reporting lines, and that overall our LSC’s are functioning well and meeting core obligations under WSBC. Kara inquired about an LSC in TEF building now that ONC has moved to Queenswood. Andy will follow-up with this in the coming months, and in consideration of Health Services planned move to TEF from the Jack Peterson Centre.

5. **Emergency Planning Update**
   Rob advised that Fire Safety Plans for all administrative, service and classroom buildings are almost complete with Petch and CARSA outstanding. BECs have been invited to attend an upcoming emergency planning meeting. FMGT is working with a consultant to address an issue with audibility of some of the fire bells in BWC. It was discovered at a recent fire drill that some building occupants couldn’t hear the fire bells due to the ambient noise in labs being louder than the bells in the hallway. Rob has requested BECs & FECs continue with their usual sweeps during a fire alarm but to also pay attention to lab occupants. Building occupants have also been asked to let others in their area know when the fire bells are sounding. Rob notes Emergency Preparedness Week is coming up during the first week of May. Darryl noted is it also [North American Occupational Safety and Health Week](https://www.ccohs.ca/nahow/) May 5-11.

6. **PSC Update**
   Allison and Fiona were called away this afternoon and unable to attend. Rob noted thefts are on the rise in CARSA and reminded everyone of the importance of locking up belongings, and also mentioned some bike thefts have recently occurred on campus where cable or lesser quality chain locks were cut-through.

7. **WorkSafeBC**
   a. **February claims report**
      Elizabeth and Andy reviewed the claims submitted to WSBC, which included those related to the snow days in February. In total, 16 were time-loss and 7 health care only.
   
   b. **New Monthly Inspection Reports**
      There were no new inspection reports in February 2019.

8. **Other Business** - none

*Meeting adjourned at 3:45 pm. Next meeting on Tuesday, April 30, 2019 in SED B125.*