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

2. Approval of the Minutes
   Motion: to approve the minutes from October 27. Carried.

3. Business Arising
   a. COVID-19 campus updates
      Andy reviewed the most recent provincial health officer (PHO) update of November 19. OHSE has followed up directly with specific units on campus that require amendments to their safe work plans immediately. The Transition Team is interpreting the many updates and how they affect post-secondary institutions. The main changes include that masks are now required for everyone in indoor public settings and that employees must confirm with their supervisor that they have completed their daily health check. Kane reports the university continues to plan for the spring and summer terms, and with a view to encouraging news from the province on a vaccine roll-out in the near future.

4. New Business
   a. Consultation: Emergency Planning
      Darryl gave an overview of high angle work, confined spaces, work with hazardous materials, and underground work. He noted that both FGMT and OHSE refer to safety data sheets (SDS). Rob reviewed emergency procedures, UVic’s emergency response plan, and the campus evacuation plan. Each building on campus also has its own building emergency plan.

5. Emergency Planning Update (EP)
   Rob reminded the committee that the province-wide test of the emergency alert system would be occurring on Wed. November 25. Rob will share a link to the Alert Ready survey. UVic’s emergency alert system will be undergoing an upgrade so messages can be received faster. Rob has been
attending monthly meetings in a working group with the medical health officer. Edits to COVID case management documents will be published soon. There have been no case exposures on campus at this time. Island Health reports that the COVID testing facility in parking lot 10 and the flu vaccine clinic in McKinnon gym have been a great help. Rob notes some updates to winter weather planning with occur this season with not as many people working on campus.

6. **PSC Update**

   Allison noted that PSCs continue to be involved in virtual fire drills across campus. Seven sessions for classroom ambassador training have also been held covering topics such as personal safety, how to deal with escalating behaviours, and reporting incidents. PSCs are contributing to the OSTL newsletter with offering a safety perspective. Allison noted the police presence on campus on weekends has been helpful in that large gatherings are continuing to occur. Fiona is attending an eviction appeal meeting for ~7 students.

7. **WorkSafeBC**

   a. **October claims report**
      
      Elizabeth reviewed the report which showed 5 claims submitted to WSBC; 3 included time-loss claims and 2 were for health care.

   b. **New Monthly Inspection Reports**
      
      There were no reports.

8. **Other Business** - none

   *Meeting adjourned at 3:33pm. Next meeting on Tuesday, December 15, 2020 via Zoom.*