MINUTES
Date: Tuesday, October 30, 2018                  Time: 2:30p.m.                            Place: BEC 402

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

2. Approval of the Minutes – September 25, 2018
   Motion: to approve the minutes. Carried.

3. Business Arising
   a. Update: Cannabis legalization
      Andy reviewed the new signage and locations of the two new benches approved for cannabis use.
      The smoking benches with the “red stripe” have also been updated with signage to indicate cannabis smoking is not permitted. The OHSE website has information available for employees and the Office of Student Life has a website with information for students. Digicasters on campus have information on rotation pointing to these websites.

4. New Business
   a. Consultation: WHMIS
      Andy reviewed that WHMIS training at the university is in compliance with the current “2015” edition. Training is offered online or in the classroom. A certificate of completion is issued and retraining required every 3 years.

   b. WorkSafeBC 3rd Quarter Claims Report
      Andy reviewed the 3rd quarter claims and durations for 2018 in comparison to the 3rd quarters from 2015-2017. Claims for the last 3 years are being maintained as there is good support from all departments with the return/stay at work program.

5. Emergency Planning Update
   Rob noted that PSC’s are continuing to offer BEC and FEC training, active threat training, and fire extinguisher training. Rob’s group has completed all but 1 fire drill this year (to be completed shortly). The Great BC Shake-Out took place on October 18 with a public drill in Mystic Market. The UVic emergency notification system was tested. A glitch in the system was identified and the test
notifications resent the following day. The Emergency Operations Centre (EOC) training session was a success with FGMT and UCAM’s operations centres being “plugged in” to the session as well.

6. **PSC Update**
   Fiona noted that thefts on campus have increased slightly (primarily bike theft and theft in change rooms). Fiona is being trained on alarm programming so she can be alternate when the Alarms Coordinator is away. The PSCs also attended a conference with Tom and Keith on threat assessment. Fiona advised that the First Peoples House is looking into creating a safety committee with support from OHSE, CSEC, and the Office of Student Life.

7. **WorkSafeBC**
   a. **September Accident/Incident Report**
      Elizabeth reviewed the report wherein there were 9 claims submitted to WSBC; 7 included time-loss and 2 health care.
   b. **New Monthly Inspection Reports**
      There were no new inspections reports for September.

8. **Other Business**
   Kara updated the committee that she attended a 2-day course provided by the BCFED Health & Safety on mental health first aid that she found very informative. Leigh noted that the FMGT LSC will be joined by a WSBC rep who will review the recent report on the ammonia leak disaster in Fernie. The rep will also meet with the operators of the university’s ammonia plant.

   *Meeting adjourned at 3:06 pm. Next meeting on Tuesday, November 27, 2018 in BEC 402.*