Date: Tuesday, September 29, 2020

Time: 2:30p.m.

Place: online

1. Approval of the Agenda
   Motion: to approve the agenda with an addition to Other Business. Carried.

2. Approval of the Minutes
   Motion: to approve the minutes from August 25. Carried.

3. Business Arising
   a. Chemistry lab incident investigation
      Andy updated the committee that the individual has recovered from the lab incident. A reaction occurred inside a fume hood causing glassware to explode. The incident investigation has been completed in full and sent to WSBC. The lab is reviewing experimental procedures, SOPs, training/orientation and protocols on the use of fumehoods and PPE. The department is also conducting an internal risk assessment.

   b. COVID-19
      i. General campus updates
         Kane noted that to date, 482 safe work plans (SWP) have been implemented across campus since June. Of these, 294 are research safety plans. There are approximately 130 SWPs in progress. Thank you to Andy and the OHSE team for assisting with all SWPs. This term, approximately 17% of course sections are being offered in person (face-to-face). There are now ~200 study spaces available on campus (in the Biblio, Law Library, MacLaurin, and Clearihue) with another 120 in development in the main library (Mearns Centre). These study/quiet spaces can be utilized by students between in-person classes or to set-up their laptops to participate in online classes. Classroom safety ambassadors continue to be hired to assist with managing the study spaces.

         Andy noted that OHSE will be reviewing SWPs for the upcoming spring session face-to-face class offerings. He will also be working on guidance and process to assist unit leaders with SWPs for community engagement, bookings and events on campus.
Rob confirmed that Health Services will be holding flu vaccinations on campus for 6 days this fall. There is also a possibility of a vaccine clinic and a testing site for the community to be set up longer term. Rob should have more information on this within the next week. Kane confirmed that the university is in regular contact with Island Health regarding assistance that we can offer.

ii. Case management
Rob is working with a COVID case coordination and support team to develop guidance for leaders in the event that the university has a confirmed COVID case. Guidance for instructors is also in draft with VPAC. Sasha requests this draft be made available for review by the Faculty Association. Rob has been in touch with Island Health to review how case management and contact tracing will proceed. Rob recommended that the daily health screening tools be utilized to assess whether you/your student have a cold versus actual COVID. Andy noted that if someone is ill (symptomatic) at the workplace, OHSE can be contacted to provide a risk assessment on whether additional cleaning will be required.

4. New Business
a. Consultation: Working Alone
Andy reviewed the working alone plan that covers six specific groups on campus. Keith confirmed that security officers maintain check-ins with Dispatch every 60 minutes when working after-hours. As part of the COVID-19 Safe Work Plan (SWP) process, particularly in research environments, units are required to identify any working alone situations and ensure appropriate check-in procedures are established. Darryl confirmed that FMGT staff working on their own for longer than ½ their shift are required to check-in with their supervisor. Eric noted FMGR staff check-in with each when returning from breaks. Ori suggested that a working alone check-in would be a good feature to add to the UVicSafetyApp.

5. Emergency Planning Update (EP)
The UVicSafetyApp and emergency alerts will be tested on the Great BC Shake-Out October 15. Rob will be holding earthquake and fire drills via Zoom. A fire drill video will be provided to RESS.

6. PSC Update
New student orientations were attended online this fall via Zoom, LSCs continue to be held online, and that fire extinguisher training will be provided online for RESS community leaders. Fiona notes that November is pedestrian awareness month. Allison has been holding classroom ambassador safety training sessions. Keith noted that there have been some social distancing issues with students. Police have written some tickets and this seems to have made an impact.

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

b. New Monthly Inspection Reports
No new reports.
8. Other Business
   a. **Outdoor air quality**
      Eric brought forward health concerns for outdoor workers during times of poor air quality (e.g. smoke from wildfires). OHSE will review information from Health Canada and WSBC to develop guidance for campus.

   *Meeting adjourned at 3:40pm. Next meeting on Tuesday, October 27, 2020 via Zoom.*