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| Logo, company name  Description automatically generated | JOINT OCCUPATIONAL HEALTH & SAFETY COMMITTEE  Wednesday, April 20, 2022 12:00 – 13:00  Virtual |

**Notes**

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|  | ***Present*** | ***Regrets*** |  | ***Present*** | ***Regrets*** |
| Kristine Monk (Admin) | x |  | Robin Boxwell (VIUFA) | x |  |
| Robert Okashimo (Admin) (C) | x |  | Cheryl Cave (VIUSU) | x |  |
| Dale Baumel (BCGEU) | x |  | Kim Sharpe (HSS) | x |  |
| Dean Cadieux (BCGEU) | x |  | Erin Bascom (HSS) | x |  |
| Stephen Doering (CUPE) | x |  | Kordell Bergen (HSS) |  | x |
| Shannon McKenzie (CUPE) | x |  |  |  |  |
| Chris Alemany (VIUFA) | x |  | Margot Croft *recorder* | x |  |

1. **Approval of Agenda**

The agenda was approved as circulated.

1. **Approval of Minutes from March 16, 2022 meeting**

Minutes were approved as circulated.

1. **Business arising from previous Minutes**

No business arising from previous minutes.

1. **COVID Update**

April 8 – PHO restrictions were lifted on gatherings and public events and a vaccine card is no longer required. Weekly PHO updates once a week are being monitored.

A reminder that if instructors are going on an excursion overnight with students, rapid test kits can be obtained by emailing [safety@viu.ca](mailto:safety@viu.ca) and then pick up will be through HR. Individuals can pick up kits at a number of locations on campuses. Link [HERE](https://adm.viu.ca/health-and-safety/covid-19/what-do-if-you-have-covid-19-symptoms-or-test-positive).

1. **Follow-Up on Action Items**
   1. Briefing note for SMT re off-campus workplace orientation (Kim)

This briefing note has been accepted and will be taken to Provost Council for review. A process will be developed for practicum- and work experience-students/classes and then that documentation will come back to H&S. It was noted that this process can be as straightforward as a checklist.

* 1. Pedestrian crossing Lot N (Kordell)

Kordell has reviewed this. The cross walk light is not working and Facilities is reviewing the feasibility of repair or taking the light out. Placement of stop sign is still being reviewed. More details are expected shortly so a more fulsome update is anticipated at the next meeting.

1. **Updates from Local Health and Safety Committees**

**Dale** – a meeting with the Lower Trades Building group was held with no outstanding issues noted. Meetings are now happening monthly with this group.

**Kim**—Cowichan met last week and both Kim and Erin attended. Next month the Cowichan committee will be doing a hazard ID.

Peter. Diamante will start up chemical storage reviews next month. A report from these tours will come to the committee.

**Erin** – Powell River will have a meeting next week. An update of that meeting will come to this committee next month.

1. **Report from Health and Safety**

**Erin** –

* A table top exercise around an IT emergency situation (cyber security) is upcoming.
* The first week of May is Canadian emergency preparedness week. It’s a good opportunity to review safety both at home and at work. There may be tests of VIU’s emergency notification systems in that week.

**Kim--**

* Will be working with IT on emergency notification.
* April 28 is the national Day of Mourning. An invitation will be sent to all to honour those who have lost their lives on the job. The event will be virtual and in-person at 11 at Jardin des Quatorze. The Zoom link will be included in the invitation slated to go out soon. Light refreshments will be served at the in-person event.
* The first week of May is the North American Occupational Safety and Health (NAOSH) week. H&S is not undertaking any events this year, but is planning for 2023. Emergency Preparedness Week also falls in this time frame.

***ACTION***

The committee is asked to contribute thoughts for next year’s event. These can be forwarded to [safety@viu.ca](mailto:safety@viu.ca)

* Briefing note on ice and snow to Richard  
  [This file will be put into Teams](https://viucanada.sharepoint.com/:w:/s/viu_teams_JOHSC/EQFohJYlftBIljSU3ui3JhgBoinHAAijdHsJh4M911wxVw?e=SDvJlt) for group review/comment. A number of recommendations re snow and ice removal to mitigate slip/fall injuries have been made. Kim has also included stats from other uni’s to show gaps in current practice.

***ACTION***

Please review and make any comments by end of day Friday and it will be forwarded to Richard next week.

1. **Jurisdictional Reports**

***BCGEU*** no reports at this time

***CUPE*** received notification that campus development is working on signage in B4. (Residence)

***VIUFA*** Chris’s last meeting! He will let us know who the replacement will be.

***VIUSU*** no reports at this time

1. **Review of Reports**
   1. Incident Report – March 2022

This report was reviewed with no further comment.

* 1. WorkSafe Inspection Reports – no reports
  2. Incident/Accident & Investigation Summary Report – no reports
  3. Special Reports – no reports
  4. Safety Tour Report

B310

This inspection was done with a representative from actsafe Safety Associate. Reports were sent to the theatre manager; Dean, Arts & Humanities; Facilities; and AVP External Relations. It was noted that copies could also be forwarded to the AVP, Facilities & Ancillary Services and Director, Student Engagement & Experiential Learning as they are also housed in that building.

B340 and 345 have been inspected and a report on those buildings is anticipated at next month’s meeting.

1. **New Business**

Shannon was welcomed back to the committee. JOHSC training review will be held soon for new members.

1. **Information Items and Correspondence**

Margot will be away for the May 18 meeting. Rob may also be away.

Chris shared an FOI Response for COVID infections and exposures in educational settings in Island Health. This information was forwarded to committee members on April 12.

Adjournment

**Next Meeting**

May 18, 2022 12:00-13:00

Virtual