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| Logo, company name  Description automatically generated | JOINT OCCUPATIONAL HEALTH & SAFETY COMMITTEEWednesday, May 26, 2022 12:00 – 13:00Virtual |

**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) |  |  |  |  |  |
| Amber Hieb (VIUFA) | x |  | Margot Croft *recorder* | x |  |

1. **Approval of Agenda**

The agenda was approved as circulated with item 10.2 to be tabled until the June meeting.

1. **Approval of Minutes from April 20, 2022 meeting**

Minutes were approved as circulated.

1. **Business arising from previous Minutes**

No business arising from previous minutes; however, it was noted that the committee consider acknowledging departing members with a card or similar token, and that one should be forwarded to Chris.

1. **COVID Update**

There is no update here and this item will be removed from the agenda for the foreseeable future.

1. **Follow-Up on Action Items**
	1. Pedestrian crossing Lot N (Kordell)

Repair costs for this light are estimated to be around $12, 000. The earliest opportunity for repair is anticipated to be 2023. In the meantime, out of order signage is in place.

Kordell has reviewed stop sign placement and is satisfied the current location is reasonable. Committee members are encouraged to visit that site and comment further if needed.

There was concern that activation button information may not be clear for all students at VIU. As the button information is built into the actual button, change would be challenging. It was suggested an additional sign that is consistent across all pedestrian-activated pole buttons may serve a similar function.

* 1. NAOSH Week event suggestions (Committee)

This topic will be revisited closer to the May 2023 date, but thoughts/ideas are welcome anytime either at a meeting or emailed to safety@viu.ca

* 1. Ice & Snow Briefing Note

This was presented to the committee last month and committee members had opportunity to add comment. The note was then forwarded to Richard Lewis who is reviewing this with his team. H&S looks forward to sharing the response as it becomes available.

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

The Cowichan Campus worked on hazard assessment at their most recent meeting.

Nothing of urgency was noted at the May 4 Trades meeting. This committee will be on break until September.

1. **Report from Health and Safety**

Erin – is currently working with IT and EOC on a table top exercise for early July. Findings from that exercise will be shared at a later date.

Kim – is working with Facilities on safe operation procedures. Current plans are being reviewed/refreshed including, but not limited to, a ladder safe work procedure. Campus emergency assembly points are being evaluated, and the emergency warden program is being reviewed. It was observed that although there is a general safety orientation for new employees, area-level orientations that would clearly define evacuation assembly places may not be as robust as it could be.

Kordell – reports that installation of the 26 safety boards is nearly complete on the Nanaimo campus.

It was noted that the campus still seeing a few reports of COVID cases. H&S is working with Communications on reminding the VIU community to stay home if sick (for whatever reason), and the committee noted its appreciation that COVID best practice reminders were published in the Digest and Pulse newsletters. There will be further collaboration with Communications to develop engaging messaging for return to class in September.

1. **Jurisdictional Reports**

***BCGEU*** no report at this time.

***CUPE*** no report at this time.

***VIUFA*** Amber notes that Chris A. has been very supportive and helpful in orienting her to JOHS workings.

***VIUSU*** no report at this time.

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

This report was reviewed with no further comment.

* 1. WorkSafe Inspection Reports
	2. Incident/Accident & Investigation Summary Report
	3. Special Reports
	4. Safety Tour Report – B340-345

This report has been sent to Marnie S and to Facilities. It was noted that outside building is under construction so wasn’t inspected.

B325 is currently being inspected, and it’s anticipated this report will be ready for the next meeting.

1. **New Business**
	1. Update on the Employee COVID-19 Vaccine Declaration program (April 30, 2022)

Launched in fall 2021 with a view to get vaccination rates on campus, this survey has remained open and new employees were asked to complete it until March 2022. Survey results will be kept until September 2022 at which point it is anticipated data has been expunged. When this has happed, the committee will be informed.

* 1. VIU Employee safety training matrix

This item will be moved t the June 15 meeting.

1. **Information Items and Correspondence**

Summer Meeting preferences

The June 15 meeting will likely be shifted to around the 22nd.

It’s anticipated the July meeting will be asynchronous.

The August meeting is anticipated to be held in real time.

Thoughts/concerns around last week’s wind storm will be tabled until next meeting.

Adjournment 12:45

**Next Meeting**

June22-ish, 2022 12:00-13:00