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| Logo, company name  Description automatically generated | JOINT OCCUPATIONAL HEALTH & SAFETY COMMITTEE  Wednesday, October 12, 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) | 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 |  |  |  |
| Amber Hieb (VIUFA) | x |  | Margot Croft *recorder* | x |  |

1. **Approval of Agenda**

The agenda was approved as circulated.

1. **Approval of Minutes from September 14, 2022 meeting**

Minutes were approved as circulated.

1. **Business arising from previous Minutes**

No business arising from previous minutes.

1. **Follow-Up on Action Items**
   1. Snow Event Inspections by Facilities Managers

Rob has touched base with Richard who will follow up with Burke and see what could be implemented. It was noted that there is challenge in finding a snow clearing contractor as well as a limited pool of casual folks to assist in snow clearing.

A recommendation from this committee was to close those areas down if they couldn’t be properly cleared. This was more targeted at parking areas, and it was discussed that it may not be practical to close off specific areas and would be more practicable to close the campus until safe pathways to buildings could be cleared.

A recurring concern for timely closure notification was raised. It was observed that apprentices come from all over the island so closure notification well in advance is needed. As well, culinary and food service folks are in equally early.

The committee was reminded that bags of ice melt are available through the Facilities work order system for buildings/areas that want to attend to slippery conditions more immediately than Facilities may be resourced for.

These points will be relayed to Burke.

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

***Trades***

This group met at end of September. That committee noted there were longer delays in calling 6600. In following up with Mark E, it was explained that delays are coming from the new Telus call centre. Telus has been notified that If service does not improve over the next month a new provider will be found.

Trades will conduct their own building inspections based on the JOHSC model and do one building/month.

***Cowichan Campus***

Hazard identification at the Cowichan Trades Centre is being finalized. Kim will be linking relevant procedures to that site safety plan based on the hazards identified.

A discussion around the three emergency alert systems at VIU (Alertus, VIU Safety App, fire alarms) were discussed. Alertus is not currently on new computer roll outs. Remediation for this is being explored.

Drills such as shelter in place and lockdown are on the books. As the focus has been on the pandemic over the last few years, these drills have not been part of Health & Safety’s institution-wide activities. It was pointed out that procedures for these scenarios are posted [on the H&S on campus-specific printable posters](https://adm.viu.ca/emergency).

1. **Report from Health and Safety**

An inspection of B375 has been completed and the report will be available for the next JOHS meeting.

Next on the inspection list is B255. All who are interested are welcome to participate in this inspection slated for Monday, November 14 from 10:00 to 11:00.

1. **Jurisdictional Reports**

***BCGEU nothing*** to report at this time.

***CUPE*** nothing to report at this time.

***VIUFA***

Amber has had several inquired about masks and where instructor authority ends.

It was noted that instructors can request students wear masks in class, but students can choose to wear a mask or not in that setting.

In the instructor’s office, students must comply to the request. The instructor must provide accommodation —typically via virtual chat—to students who choose not to comply with a request to wear a mask in this situation.

This information has also been available in the Digest.

***VIUSU*** nothing to report at this time.

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

This report was reviewed with the following observations:

* In situations such as burns in the welding area, classrooms are learning opportunities. Suggestions may be made to instructor re safe conduct/practice, and the instructor then carries forth teachings/learnings in this area.
* It was clarified that the Tim Hortons incident involved a fleet vehicle so was included on this list.
  1. WorkSafe Inspection Reports

*No inspection reports this month*

* 1. Incident/Accident & Investigation Summary Report

*No investigations were necessary this month*

* 1. Special Reports

*No special reports this month*

* 1. Safety Tour Report – B330

This tour was completed, and the report was forwarded to Facilities and to the Dean of this area.

1. **New Business**

A reminder of Shakeout October 20

* The fire department may come and watch. It was observed that many muster areas are in a fire lane. This has been brought up several times. It was noted that rarely do all buildings evacuate at the same time. An inquiry has gone to the fire department about this and H&S is looking for their feedback.
* During a drill, folks are encouraged to acknowledge the Alertus notification and then lock their computer.
* Erin will be sending along another email about a week before the event. It will include notes on evacuation.

1. **Information Items and Correspondence**

*No information or correspondence items were forwarded.*

**Next Meeting**

Wednesday, November 9

12:00-13:30

Virtual