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| Logo, company name  Description automatically generated | JOINT OCCUPATIONAL HEALTH & SAFETY COMMITTEE  July Meeting  Asynchronous |

**Agenda/Response**

*Greetings all.*

*Below is the agenda and all supporting documents for the July JOHSC meeting. Please review the contents and comment as you like.*

*It looks long, but there’s a lot of white space.*

*I am hoping the internal hyperlinks work—you should be able to jump back to this page from any other page in the document. It may take a double or even triple click. As well, there are links to specific attachments.*

*This file is in OneDrive, so 🤞 it is not as glitchy as Teams documents sometimes are. I’ve turned on track changes, and all changes should be saved automatically as well.*

*When you’ve finished reviewing/commenting, be sure to mark the column beside your name that you actually did lay eyes on this. 😊 (at the end of the agenda)*

1. **Approval of Agenda**

*Any additions/deletions/items to save for later? Note them here.*

1. **Approval of Minutes from June 14, 2023 meeting** [Attachment 1](#Attach1)

*Any weirdness in the notes from June? Make a note here.*

1. **Business arising from previous Minutes**

*Don’t think there were any business items from last month. If there were, please note them here and make further comment.*

1. **Follow-Up on Action Items**
   1. Additions to Safety Report to assist in reporting deficiencies to Facilities or IT (Kordell)

Thanks for the reminder, to be honest with everyone I had forgotten that this was assigned to me. I will begin working on this and have something ready for our next meeting.

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

*I am assuming there have been no recent meetings of local H&S groups, but if there have, please note which group/highlights here.*

1. **Report from Health and Safety**

*Read through updates from the H&S folks below. If there are questions/comments, please make them below the item.*

**Erin**

**Have just been assisting with the training sessions for the new IR system that Kim organized in June.**

**Kim**

*New Incident Reporting System Training for Managers and Employees*

“How To” videos are online at <https://adm.viu.ca/health-and-safety-services/reporting-injuries/incidents> under the “Using the Health and Safety Reporting System section. Please let your colleagues know!

**System will be LIVE mid-July**

*Asbestos*

New requirements in BC that require that employers be Licensed and Certified with WorkSafeBC effective January 2024 to handle asbestos. The [VIU Asbestos Management Program](https://adm.viu.ca/sites/default/files/asbestos_management_plan_2017.pdf) will be updated to reflect the new requirements including the creation of an Exposure Control Plan and Safe Work Procedures for common VIU procedures that are considered low or moderate-risk for working in or around Asbestos Containing Materials. Facilities Managers, IT Managers and Campus Development Managers have been advised to participate in Level 1 and 2 training so that they have a good knowledgebase of both VIU (building maintenance/IT infrastructure) and Contactor/project requirements under the new certification system. H&S to organize this training with an authorized trainer.

**Kordell**

I have been working on a Lock Out Tag Out program. A draft document has been shared with Facility Services (this department has the most involvement with hazardous energy in day-to-day operations) for managers and workers to review. A face-to-face meeting is being scheduled to further review and update the document in person. The JOHSC does have some responsibilities written into the program. I will send out a draft copy of the program to all members, please review the JOHSC responsibilities section and provide feedback on the document. I will be sharing monthly updates as the program develops and finalizes. I tried to copy and paste the program to this document, but it looked terrible with the formatting, so I will send the file as an email.

I am also in the early stages of creating a Heat Stress program for the Welding department. This program was requested by the department and the initial version will be specific to welding, with the plan to create individualized versions for other higher risk departments on campus (culinary, baking, grounds).

1. **Jurisdictional Reports**

*Are there any H&S items brought up/observed by folks in your area? Make a note below.*

**ADMIN**

**BCGEU**

**CUPE**

Nothing to report at this time.

**VIUFA**

Nothing to report at this time.

**VIUSU**

1. **Review of Reports**
   1. Incident Report June [Attachment 2](#Attach2)

*Please review this report and make any comments below.*

* 1. WorkSafe Inspection Report [Attachment 3](#Attach3)

*Please review this report and make any comments below.(Yes, I do see the non-consecutive page numbers, but this is what has been sent 😊 )*

* 1. Incident/Accident & Investigation Summary Report

*No summary report for review*

* 1. Special Report

*No special reports for review*

* 1. Safety Tour Report – B305 [Attachment 4](#Attach4)

[Attachment 5](#Attach5)

*Please review these reports and make any comments below.*

1. **New Business**

Changes to First Aid requirements (Kim) [Attachment 6](#Attach6)

WCB has made some changes to workplace First Aid requirements. These can be reviewed in Attachment 6. Would you like Mark Egan to address this committee on what this regulatory amendment means to VIU?

*Please make a mark under your choice.*

|  |  |  |
| --- | --- | --- |
| **YES** | **NO** |  |
| X (e.g.) | X (e.g.) |  |
| X |  |  |
| X |  |  |
| X |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

*Other comments?*

1. **Information Items and Correspondence**

***REMINDER*** -- September’s meeting is ***in person*** (September 13, 12:00-1:30, B180 R138)

*Well done you! You have navigated this very fulsome agenda and probably added some thoughts along the way. Thank you! Last thing to do is put a mark in the column by your name so I know you were here. 🌼*

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|  | ***Reviewed and/or commented*** |  | ***Reviewed and/or commented*** |
| Rob Bauer (Admin) |  | Robin Boxwell (VIUFA) |  |
| Robert Okashimo (Admin) | X | Cheryl Cave (VIUSU) |  |
| Dale Baumel (BCGEU) |  | Kim Sharpe (HSS) | X |
| Dean Cadieux (BCGEU) |  | Erin Bascom (HSS) | X |
| Stephen Doering (CUPE) | X | Kordell Bergen (HSS) | X |
| Amber Hieb (VIUFA) | X |  |  |
|  |  | Margot Croft *recorder* | X |

**Next Meeting**

August 9, 2023

Virtual