**JOINT OCCUPATIONAL HEALTH & SAFETY COMMITTEE**

Wednesday, April 9, 2025, 12:00 –1:00

B250 R308 OR [Virtual (Teams)](https://teams.microsoft.com/l/meetup-join/19%3ameeting_NjA0ZjljM2QtZjFmMy00ODQ5LWE5ZTYtNWVkYmY2N2M0ZjNj%40thread.v2/0?context=%7b%22Tid%22%3a%22128dfef5-fdd5-4cfc-be19-3679ed0271ce%22%2c%22Oid%22%3a%22a849f3bc-e6aa-4d30-b6c7-156320608cbc%22%7d)

# Notes

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Present* | *Regrets* |  | *Present* | *Regrets* |
| Terri Wolfe (Admin) | X |  | Robin Boxwell (VIUFA) | X |  |
| Robert Okashimo (Admin) | X |  | Mathews Tharakan (VIUSU) |  | X |
| Dale Baumel (BCGEU) |  | X | Kim Sharpe (HSS) | X |  |
| BCGEU - Vacant | -- |  | Erin Bascom (HSS) | X |  |
| Jannine Grant (CUPE) | X |  | Kordell Bergen (HSS) | X |  |
| Ashley Faulkner (CUPE) | X |  |  |  |  |
| Amber Hieb (VIUFA) | X |  |  |  |  |

### Approval of Agenda

### The agenda was approved as circulated.

1. **Approval of Minutes from March, 2025**

The March agenda was approved.

### 3. Business arising from previous Minutes

N/A

1. **Follow-Up on Action Items**

N/A

1. **Updates from the Local Health and Safety Committee**

No Local committees met in March.

1. **Report from Health and Safety**

**Kordell** – I have been working with the Welding Department to find a company to provide in person training for Lock Out Tag Out and De-energization. We may have additional training spots available, I will reach out to Facility Services once a date and time is finalized to see if any of their staff would like to attend the training.

HHS has a follow up meeting with Fisheries and Aquaculture and RMOT to review the chemical storage room in B480. Issues with the room were identified during the February JOHSC inspection.

HHS is conducting our inaugural, annual first aid drill tomorrow, this is new requirement under the November first aid changes. A report will be provided to JOHSC next month.

I attended the MIS (Make It Safe) conference last month with Kim, Dale and Jannine. I attended workshops on Muscular Skeletal Injuries, Getting Action on Committee Recommendations and Hand Safety workshops. A common theme of the conference was cost savings to private companies that embraced and encouraged safety at work.

**Kim** – Has been working on an Event Security Planning document.

Questions have come up regarding how apprentice students (workers of the crown) are being trained and what training they have access to when they are on site. WorkSafeBC requires that they receive the same training and orientation as VIU employees.

HHS is reviewing the Violence, Sexual Misconduct and Bully & Harassment reporting and investigation processes across VIU, the current model it very confusing and incorrect. HHS will be meeting with affected departments (HR, Student Affairs, DEHR) to try to clarify the process.

HHS has recently created new training courses for Violence and B&H. Terri – Has the apprentice definition been worked out with the board of Advanced Education and how these workers/students are defined? Kim - Yes, trades have had these conversations with Skilled Trades BC. Teaching classrooms for apprentices is defined as an extension of the worksite. This only applies to experiential placements (e.g. salon, automotive shop).

**Erin** – Has conducted the first 3 Fire Safety Meetings with the Faculty of Science. Agenda items included: reviewing emergency procedure requirements with deans, reviewing warden responsibilities, discussing building hazardous materials. The next Fire Safety Meetings are scheduled for August. Deep Bay has requested that they use the meeting to do a tabletop exercise with all their staff. Emergency wardens have been invited to the August meetings.

Erin is working on a mass notifications procedure, the current one is outdated. Erin has drafted the new documents and will connect with Derek and Terri to review them.

The Universal Access Committee has installed evacuation chairs in several buildings on campus. There are no requirement for wardens to use them, voluntary training is occurring on April 28th. The evacuation chairs are designed for people with mobility issues. There are no requirements for the chairs, it is unclear who will use them.

1. **Jurisdictional Reports**

BCGEU – N/A

CUPE – Jannine – The local Joint Adjustment Committee is drafting resources to support members in distress over layoffs. JAC is a separate committee that looks at alternatives prior to a member accepting a layoff.

VIUFA – N/A

VIUSU – N/A

### Review of Reports

* 1. Incident Report – March – going forward, all persons listed in the IR’s will be referred to as “Individual,” the Location column will be added back onto the report.
  2. Injury Report – March – going forward, all persons listed in the IR’s will be referred to as “Individual”
  3. Investigation Corrective Actions Report - March
  4. Inspection – Building 190

### New Business

### The committee reviewed OHS Section G4.85(3) Maintenance of washrooms facilities. The following discussion ensued:

Terri – Last year there was a reduction in the contract value with Bee Clean which has resulted in reduced services. Facility Services has been having ongoing communications with Bee Clean. In last few months facilities have received less complaints, Terri is unsure if this is due to service improvements or if people tired of reaching out. Terri noted that it is very challenging for employers to monitor cleaning services when they are not in control of employees doing the cleaning.

Amber – Cleanliness issues as well as a lack of supplies in the bathrooms in B345 were raised last month at JOHSC. This has been ongoing since last fall.

Jannine – Since this issue falls under a regulatory requirement and the contract has been cut where does this go? Terri – Is working with the service provider (Bee Clean) to make sure the service levels they have agreed to are being met. There is currently a gap between our agreement and Bee Clean’s staffing level. Facilities is working to make sure Bee Clean meets the agreed standard with the agreed upon rate.

Erin – Has the university looked at ways to streamline the way we generate waste? For example, reduce 3 office garbages down to 1, or close low occupancy washrooms. Is this being discussed? Terri – Yes, Facilities is exploring all options. The Sustainability Department was cut, Facility Services / Campus Development signed a contract last month with an external provider to provide this service. From a sustainability lens the hope is that they can help with these issues. Kim – Two years ago there was a Sustainability Task Force. This has been cut, but there may be some important information from that committee. Terri has been looking for this information, but it has been challenging to find. Follow up with Margo.

Rob – Thank you for everyone’s input and Terri’s insight, and for the work being done to try to resolve this issue while recognizing the WorkSafeBC standards. Members are asked to continue to monitor the situation and inform the committee of any issues. Jannine – Do the bathroom QR codes still work? Ashley – They work, she was but was told by Bee Clean not to use them. Terri – Will follow up with Bee Clean, the QR codes should be left up and functional.

### Information Items and Correspondence

Jannine shared that there was a homemade sign put up in B255 with emergency phone numbers printed on it. The JOHSC is receiving conflicting information on what phone number to use in the event of an emergency on campus.

Adjournment