# Logo, company name  Description automatically generatedJOINT OCCUPATIONAL HEALTH & SAFETY COMMITTEE

Wednesday, August 17, 2022 12:00 – 13:00 Virtual

Agenda

### Approval of Agenda

1. **Approval of Minutes from July 2022 meeting** Attachment 1

### Business arising from previous Minutes

No business arising from previous minutes.

### Follow-Up on Action Items

* 1. **Safety Training Matrix**

H&S is developing a safety training matrix for VIU. Committee members were asked to identify some general hazards in their respective areas to assist in the development of this matrix.

### Updates from Local Health and Safety Committees

1. **Report from Health and Safety**
2. **Jurisdictional Reports**

#### BCGEU CUPE VIUFA VIUSU

1. **Review of Reports**
	1. Incident Report – July 2022 Attachment 2
	2. WorkSafe Inspection Reports
	3. Incident/Accident & Investigation Summary Report
	4. Special Reports
	5. Safety Tour Report – B360 Attachments 3A,B,C

### New Business 9.1.

1. **Information Items and Correspondence**

**Next Meeting** Wednesday, September Virtual

|  |  |
| --- | --- |
| Logo, company name  Description automatically generated | **JOINT OCCUPATIONAL HEALTH & SAFETY COMMITTEE**July 2022 Asynchronous |

Notes

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | ***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 |  |

### Approval of Agenda

The agenda was approved as circulated.

### Approval of Minutes from June 24, 2022 meeting

Minutes were approved as circulated.

### Business arising from previous Minutes

* 1. **Safety Training Matrix**

H&S is developing a safety training matrix for VIU. Committee members were asked to identify some general hazards in their respective areas to assist in the development of this matrix. No hazards have been identified at this time.

***ACTION***

Committee members will bring forward general hazards in their respective areas to either the August or September meeting.

### Follow-Up on Action Items

*No items for follow up*

### Updates from Local Health and Safety Committees

Local H&S committees are on break until the start of the school year.

### Report from Health and Safety

Kim

***In the final stages of deciding on a new safety software program for the university*** that will replace the current Word document/email incident reporting process at VIU and potentially provide additional functionality (investigations, inspections, contractor safety, Return to Work, etc.) plus WCB reporting. Next steps will be bringing IT into discussions with the vendor and completing a privacy impact assessment.

***Finalizing a consultant to conduct an initial audit and mentor Health and Safety Services*** as VIU begins the process to become an ISO 45001 organisation. ISO 45001 is the new International Standards Organization standard for occupational health and safety and offers a single, clear framework to improve VIU’s OH&S performance. It is directed at the top management of an organization, and it aims to provide a safe and healthy workplace for employees and visitors.

Kordell

***The safety board project is now complete.*** There are 24 safety boards set up in buildings on VIU campus and 1 at the GR Paine Centre (Horticulture). I will update the safety boards each month with the approved agendas from our JOHSC meetings as well as 1 new piece of content. I will try to make the updates as relevant as possible to the

month. This month’s update is arounds Heat-Related Illness and how to watch for signs of heat stroke or heat exhaustion. If anyone has ideas or suggestions for future months, please let me know.

***We recently completed an inspection of B360, an inspection report will be available for next month’s meeting***. A reoccurring trend in our inspections are old or legacy chemicals. These are chemicals that previous departments or employees have purchased and then moved buildings or left VIU, leaving behind the old chemicals. Proper disposal of chemicals can be quite expensive (a rough estimate to dispose of the chemicals at the PR campus is $7000) so often these old chemicals get pushed to the back of the cupboard and new ones get stacked in front. This creates

‘hoarding’ of old chemicals as well as potential incompatibility issues. Department’s having an annual Chemical Decommission Budget and exit protocols for removal of old chemicals and/or supplies could help to reduce this trend in the future.

### Jurisdictional Reports

#### BCGEU

No report was forwarded.

#### CUPE

No report was forwarded.

#### VIUFA

Nothing to report at this time.

#### VIUSU

No report was forwarded.

### Review of Reports

* 1. Incident Report – June 2022

This report was reviewed with no further comment.

* 1. WorkSafe Inspection Reports

Health and Safety reached out to the department chair and the Associate Dean of Trades to express our thanks for providing a safe learning and work environment at VIU. Kudos will be added in the next Digest.

* 1. Incident/Accident & Investigation Summary Report These reports were reviewed with no further comment.
	2. Special Reports

There were no special reports for review.

* 1. Safety Tour Report

There were no safety tour reports for review.

### New Business

No new business was brought forth.

### Information Items and Correspondence

There was one request for meetings to continue on Wednesdays over the noon hour. This will be finalized at the August meeting.

**Next Meeting** Wednesday, August 17 Virtual