

**JOINT OCCUPATIONAL HEALTH & SAFETY COMMITTEE**

August Meeting Asynchronous

**Notes**

1. **Approval of Agenda**

The agenda was approved.

Approver 1: Dale Baumel

Approver 2: Jannine Grant

1. **Approval of Minutes from July (asynchronous)**

Approver 1: Dale Baumel

Approver 2: Jannine Grant

1. **Business arising from previous Minutes**

N/A

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

No action items for follow up.

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

No local Safety Committee’s met in August

1. **Report from Health and Safety**

**Erin:**Working with Director, Facilities and Development on finalizing the first Fire Safety Plan using the new

template. Following this, a tentative timeline will be drafted to outline completion for all buildings. Working on a large update to the [www.viu.ca/emergency](https://www.viu.ca/emergency) website.

**Kim:** Phase 1 of the new Hazardous Materials door signage project is complete. Signs have been installed for the Faculty of Science and Technology. Phase 2 on the way in Research Areas. Phase 3 will be in the Trades.

Met with Facilities Management and Development to review the Job Hazard Analysis process for the positions under their supervision as part of the Implementation phase of VIU’s Safety Management System.

Met with the Campus Store manager to review PPE and assist with a PPE Assessment for the Shipper Receiver position and to initiate the Job Hazard Analysis process for the Campus store positions as part of the Implementation phase of VIU’s Safety Management System.

**Kordell***:* I have been hanging the new Emergency Procedures posters in buildings on the Nanaimo campus. I have been updating the H&S website, quite a bit of new content has been added between Kim and I. I’ve been working on some insurance projects and following up on the B460 inspection.

 **Jurisdictional Reports**

 BCGEU – Nothing to report

 CUPE – Jannine: Negative psychological impacts due to restructuring and the way it's been done.

 Ashley Silvaris:  I have to second this.  I can only speak from the lens of the CUPE support staff I work directly with, and I

 can honestly say we are all burning out.  Our workloads have become unmanageable since the quick loss of both of our

 Associate Deans within a month of each other and the shuffling of program allocations (and the accompanying training to learn new program caveats).  I have been given two programs to manage (Cook Challenge Exams and Weld Testing) and they are now taking up so much of my time, that I’m now falling behind in my coordinator work.  We have approached our manager with our concerns, and she has now set up a monthly check in with each of us and has acknowledged that we need to make some changes.  But that is just the few of us in our office.  I know this is something that is campus-wide, but it’s not a conversation that I felt I needed to weigh in on until now.

 VIUFA

 VIUSU – Nothing to report

1. **Review of Reports**

 a. Incident Report – August

 b. Injury Report – August c. Investigation Corrective Actions Report – August

 d. Inspection B460

1. **New Business**

*No new business.*

Please mark an X beside your name to indicate that you have read the agenda and participated in the August meeting.

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|  | ***Reviewed and/or commented*** |  | ***Reviewed and/or commented*** |
| Joshua Crucil (Admin) | X | Robin Boxwell (VIUFA) | X |
| Robert Okashimo (Admin) | X | Mathews Tharakan (VIUSU) |  |
| Dale Baumel (BCGEU) | X | Kim Sharpe (HSS) | X |
| Jason Sutton (BCGEU) | X | Erin Bascom (HSS) | X |
| Jannine Grant (CUPE) | X | Kordell Bergen (HSS) | X |
| Stacy Cuzzocrea (VIUFA) |  |  Ashley Silvaris (CUPE) | X |

Next Meeting – September