**JOINT OCCUPATIONAL HEALTH & SAFETY COMMITTEE**

Wednesday, December 11, 2024, 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* |
| Derek Mann (Admin) | X |  | Robin Boxwell (VIUFA) | X |  |
| Robert Okashimo (Admin) | X |  | Mathews Tharakan (VIUSU) |  | X |
| Dale Baumel (BCGEU) | X |  | Kim Sharpe (HSS) | X |  |
| Dean Cadieux (BCGEU) |  | X | 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 November, 2024**

The November agenda was approved.

### Business arising from previous Minutes

### No new business to report.

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

No action items were reviewed.

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

Trades and Technology Local Safety Committee – Kordell and Dale will be discussing the tour booklets at the Chairs meeting on Friday, the hope is that other chairs will share that they feel a standardized tour guide will be beneficial to tour safety. Trades notes that Shakeout seemed very smooth this year. Dale and Kordell inspected the GR Paine property on Tuesday, and no major issues were noted. The Trades Local Safety Committee also inspected B130 (welding) last month, again no major issues, David responded the same day and started on the list of action items.

Tiwšɛmawtxʷ Local Safety Committee – Much of the discussion was around building doors and the locking schedule, staff would like to have more control over the doors and have the ability to lock or unlock the doors at the main building. Facilities have this concern on their list as a fix for the next fiscal year. Employees do not have the ability to open the doors to the campus, and the card reader does not work for most people.

Derek – Visited the tiwsemawtx campus and identified a railing at the back of the main building that needs to be extended, this will be fixed by the end of year (2024).

Ashley – Reported issues in B180 around instructors and access to booked rooms, who is responsible for unlocking rooms in the building, B180 staff or security? Derek confirmed, this is a security issue, send this concern on to Ryan Martin or Mark Egan. The committee confirmed that the procedure for unlocking doors is in the booking confirmation email (security is responsible).

1. **Report from Health and Safety**

**Kordell** – All of the AED’s on campus have been serviced and are now functional. The first aid program is progressing. A reminder that we are inspecting the CTC tomorrow, the van will leave at 8:30 and return by 1.

**Kim** – Has been working on first aid, violence prevention, and briefing notes for various subjects. The Risk and Threat Assessment Team (RTAT) is not currently operational. Triage is being done by an external contractor. We are currently not in compliance, RTAT staff member(s) are on leave.

**Erin** – The requirements for the fire inspection done in September at the new construction site (hydrants, parking) are now complete. Erin has been working on briefing notes and she just finished revamping the EOC manual.

1. **Jurisdictional Reports**

BCGEU – Nothing to report at this time.

CUPE – Nothing to report at this time.

VIUFA – Nothing to report at this time.

VIUSU – N/A.

### Review of Reports

* 1. Incident Report – November
  2. Injury Report – November
  3. Investigation Corrective Actions Report - November
  4. JOHSC Annual Evaluation – The committee reviewed the WorkSafeBC annual evaluation form. No questions or concerns.
  5. JOHSC Terms of Reverence – The committee reviewed the terms of reference. Ashley noticed one spelling error. It was agreed that the self-assessment in the TOR would be replaced with the WorkSafeBC assessment, as this is the one that the committee uses.

### New Business

### 1. Co-chair nomination – Rob acknowledged Deans contribution to the committee. Dale put forward his name and was voted in as the new Co-chair. We will need a new BCGEU member, Dale will reach out to the union.

### 2. JOHSC awareness and education campaign – H&S will be implementing this through the employee digest.

### Robin discussed the possibility of amalgamating all VIU apps (currently there are 3: Safety App, CCR and Student Union) into one app, possibly the Safety App. Further discussions are needed.

### Information Items and Correspondence

Adjournment