

**JOINT OCCUPATIONAL HEALTH & SAFETY COMMITTEE**

July Meeting Asynchronous

**Notes**

1. **Approval of Agenda**

The agenda was approved.

Approver 1: Dale Baumel

Approver 2:

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

Approver 1:

Approver 2:

1. **Business arising from previous Minutes**

N/A

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

N/A

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

No local Safety Committee’s met in July

1. **Report from Health and Safety**

**Erin:**The security plan for the June convocation ceremonies was completed and successfully implemented. The Emergency Operations Centre (EOC) was operational throughout all three days of the event. I have prepared a draft of the After-Action Review and will submit it to VP Admin and Finance and the Convocation Steering Committee once it has been finalized. I have also been working on finalizing the VIU Fire Safety Plan template so work can commence on the individual building plans.

**Kim:**

* **VIU Health and Safety Policy** has passed the VIU Board of Governors review at the June 2025 policy meeting and is now in effect. See the new policy at <https://gov.viu.ca/sites/default/files/cs04-health-and-safety-approved_0.pdf>
* New VIU Website: [VIU Substance use and overdose prevention](https://services.viu.ca/health-and-wellness/substance-use-and-overdose-prevention) has been created under the Harm Reduction working group in the VIU Wellness Clinic. Naloxone Training opportunities are available so keep an eye on this website for future sessions if you are interested.
* Anti-harassment posters – Phase 2 - Large, building posters. Print Shop is waiting on lamination supply but plan is these will be up before September 1, 2025.
* Nanaimo Emergency Posters – in the print shop and posting will begin in the coming weeks.
* B325 – Hazard Control Analysis with Dean and employees on July 17th. Focus will be on making safety improvements (primary focus on substitution of chemicals for less hazardous option in etching/ink/print making process).

**Kordell***:* I have been working with some of the Trades programs to review and update their existing lock out tag out

programs. This has involved reviewing and updating existing procedures and safe work procedures. Kim and I have

been working with the occupants of B325 to review work procedures identified during the June inspection. Further

meetings with HR and DEHR resulted in updates and clarification to the wording on the Bullying and Harassment and

Violence in the Workplace pages on the Health and Safety website.

**Jurisdictional Reports**

BCGEU – Nothing to report

CUPE

VIUFA

VIUSU – Nothing to report

1. **Review of Reports**

a. Incident Report – June/July

b. Injury Report – June/July c. Investigation Corrective Actions Report – June/July

d. Inspection B325

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 July meeting.

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|  | ***Reviewed and/or commented*** |  | ***Reviewed and/or commented*** |
| Terri / Derek (Admin) |  | Robin Boxwell (VIUFA) | X |
| Robert Okashimo (Admin) | X | Mathews Tharakan (VIUSU) | X |
| 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 Faulkner (CUPE) |  |

Next Meeting – August - Asynchronous