



## MINUTES

**Date: Tuesday, July 25, 2023**

**Time: 2:30p.m.**

**Place: BEC 402**

Present

Regrets/absences

Ori Granot, PEA	Kane Kilbey, AVP Human Resources (Chair)	Andy Mavretic, Director OHSE
Nykita Downie, CUPE 951	Nicole Greengoe, Acting Senior Director, Wellness, Recreation & Athletics	Kaitlyn Diedrichs, CUPE 4163
Allison Eddy, Manager Personal Safety ( <i>guest</i> )	Leigh Andersen, FMGT Director	Terri Lacourse, Faculty Association
Rob Johns, EP Manager ( <i>guest</i> )	Jaclyn Davidson, Associate Director OHSE ( <i>alternate</i> )	Eric Segec, CUPE 917

### 1. Approval of the Agenda

Nicole noted that her position title requires updating.

**Motion:** to approve the agenda with the change noted. *Carried.*

### 2. Approval of the Minutes – June 27, 2023

Jaclyn noted that Nicole’s position title also requires updating.

**Motion:** to approve the minutes with the title change noted. *Carried.*

### 3. Emergency Planning & COVID 19

Rob provided an update on COVID-19. He announced that the COVID-19 main door signage removal is in process. Some doors may require repair after signage removal, which will occur soon after. The Health Professionals Provincial Health Officer order was repealed. Professional medical colleges are no longer required to collect vaccination status of members as this is being collected by other means, this change does not impact Post Secondary Institutions.

Rob mentioned Jess Maclean, the new Director of Campus Security, has now started working at UVic. Tom Downie is continuing in Campus Security to assist with the transition and is currently in the Acting Associate Director, Security Operations position.

Campus Security is planning training and exercises for the fall along with fire drills. There are a total of almost 100 fire drills scheduled for September, October and November. Rob announced a new **Safety First Fair** that will be hosted by Emergency Planning at UVic, in partnership with the District of Oak Bay. The fair is taking place on Thursday, September 14, 2023, from 9:30am to 2:30pm at the Petch Fountain. The Quake Cottage earthquake simulator will once again be at UVic on that day. There is also a province wide “Great BC ShakeOut” earthquake drill happening on October 19, 2023 at 10:19am.

New provincial emergency management legislation will be released this fall, to replace the Emergency Program Act (EPA), with regulations set to come into effect in 2024 and 2025. Rob will update the USC as more information becomes available.

### 4. New Business

#### a. Consultation topic: First aid

Allison provided an overview of the First Aid program that Campus Security manages on campus. Updates were provided on the number of first aid calls, services provided and AED

locations. Jaclyn provided an update to the consultation document to reflect the fact that the Student Wellness Centre replaced their automatic external defibrillator (AED) in 2022. Jaclyn reviewed the WorkSafeBC requirements for first aid and the first aid program risk assessment document. WorkSafeBC recently amended the occupational first aid regulations, which will come into effect November 1, 2024. Guidance documents will be published by WorkSafeBC; no changes to UVic programming is required at this time.

## **5. WorkSafeBC**

### a. June claims report

Jaclyn reviewed the June 2023 monthly claims report. There were 4 claims in total, 2 health care and 2 time loss. For the time loss claims both employees have now returned to work.

### b. Second quarter claims summary

Jaclyn provided an update on the WSBC claims from January to June. Overall, there have been 19 time loss claims and 9 health care claims. The claim costs are higher for 2023 than the previous 3 years, however 4 significant time loss claims are driving most of the costs. Ori requested that the 2019 data be added to future claims summaries to compare claims prior to COVID-19.

### c. WSBC inspection reports

Jaclyn reported that UVic received two inspection reports from WSBC on July 10, 2023 in response to a worker who contacted WorkSafe BC regarding bullying and harassment. The first inspection report requested copies of UVic's policies, procedures and training specific to bullying and harassment. Andy responded and provided this information to WSBC who indicated that UVic's programs and training are compliant with regulations and has closed this inspection report. The second inspection report requested a summary of follow-up regarding the reported bullying and harassment, OHSE is working to compile that information to send to WSBC.

## **6. Other Business - none**

Meeting adjourned at 3:10pm  
Next meeting will be: Tuesday, August 29, 2023  
Location: BEC 402

