



MINUTES

Date: Tuesday, July 30, 2024

Time: 2:30p.m.

Place: BEC 402

Present		Regrets/absences
Terri Lacourse (Chair), Faculty Association (FA)	Andy Mavretic, Director OHSE	Nykita Downie, CUPE 951
Kara White, CUPE 951 <i>(alternate)</i>	Leigh Andersen, FMGT Director, Customer Service & Program Integration	Greg Melnechuk, CUPE 4163
Ori Granot, PEA	Kane Kilbey, AVP Human Resources	Lynne Johnson, CUPE 917
Shane Randall, CUPE 917 <i>(alternate)</i>	Nicole Greengoe, Executive Director Wellness, Recreation and Athletics	Jess Maclean, Director CSEC
Keith Bell, Associate Director, Security Operations <i>(guest)</i>	Pat Seward, Associate Director, Parking & Commuter Services Campus Security <i>(alternate)</i>	
Darryl Huculak, EHS Coordinator, FGMT <i>(guest)</i>		

1. Approval of the Agenda –

Motion: to approve the agenda. *Carried.*

2. Approval of the Minutes

Motion: to approve the minutes from June 25, 2024. *Carried.*

3. Emergency Planning (EP)

Pat provided an update on behalf of EP. New [training sessions](#) will be available in the fall with registration via Learning Central. Allison Eddy has been attending local safety committees to promote these sessions. EP has also been supporting and providing assistance to the Multifaith Centre due to recent incidents.

4. Encampment update

Keith provided an update on behalf of Jess. As per the [president's message today](#), the encampment has been vacated and remediation work is in progress to restore the Quad for the beginning of fall term. Keith reports damage appears minimal to grass but debris is being removed and one garry oak tree is being monitored as it has some signs of stress due to insufficient watering. Terri and the USC thank everyone in CSEC and FMGT that have been involved. The important work these employees have been doing is appreciated.

5. Business Arising

a. Indoor air temperatures

Terri has received feedback about difficult working conditions associated with high indoor air temperatures. There appear to be an increasing number of portable air conditioner units being brought in by employees to help manage summer heat. Kane noted as the university continues to work on carbon reduction goals, which in the long-term may have the added benefit of building cooling technologies, FGMT may need to be aware and also provide guidance. Leigh noted that FMIS requests can be raised to document and report areas that are too hot. FGMT may be able to adjust settings to help or trouble-shoot an issue.



[Communication](#) about [summer heat safety](#) includes information about modifications that staff can make to help reduce discomfort during hot weather.

Ori requested further support in addition to the new [chemical handling and storage resource](#) provided by OHSE for labs. Andy noted the document is intended as a planning tool for individual labs to assess chemical storage practices during hot weather. As requested, OHSE will develop a companion template to assist labs in documenting their hot weather storage protocols.

Kara noted that obtaining some supplies of chemicals, including solvents, by vendors has been difficult. Due to this, it appears labs seem to be bulking-up on stock when supplies do become available from Science Stores (there is no limit placed on supplies that are sold). Andy noted that in general, chemical inventories are to be kept at minimum amounts required for on-hand use in the lab and OHSE checks chemical storage practices during lab inspections, including peroxide-forming compounds which have specific WSBC requirements for testing and labelling.

b. [AED update](#)

Andy reported that the feasibility assessment on the implementation of AEDs across campus was presented to senior executive in late June, and which received support to move forward. Chandra Beaveridge from VPFO will lead the project and a working group has been struck comprised of the following units: CSEC, FMGT, OHSE, PURC, ATRS, HEAL and RESS. The working group will continue to review procurement and maintenance of the AEDs, assess locations and plan the initial roll-out to campus. Terri suggested a union or committee rep have a role on the working group as the project develops, and as this safety initiative was first raised at the USC. Andy noted he will help coordinate any engagement with unions and the USC as the project moves forward, including any updates or questions from unions to the working group.

6. New Business

a. [Consultation topic: Confined Spaces](#)

Darryl provided an overview of the program for confined spaces across campus. Confined spaces are identified as areas not intended for continued human occupancy but areas that may require entry by an employee. A written confined space entry plan is required before an employee is permitted to enter a confined space. Darryl notes that external contractors must use their own procedures and plans in regards to working in confined spaces. The university is also required to maintain an inventory of confined spaces, which Darryl oversees. Refresher training for FGMT staff is conducted every 3 years and last occurred in spring 2022.

7. WorkSafeBC

a. [June 2024 claims summary](#)

Elizabeth reported on the one time loss claim that occurred in June.

b. [WorkSafeBC second quarter claims summary](#)

Andy provided a summary of approved WSBC claims from January to June. Overall, there have been 17 time loss claims and 11 health care claims. This report is similar to last year, in terms of the number of incidents, but with claim costs higher than the previous 5 years.

c. [Inspection report](#)

Andy noted that Jaclyn had previously shared the inspection report from WSBC on the biosafety program to the co-chairs, upon receipt July 4. The inspection was very comprehensive and also included other topics such as joint local safety committees, incident inspections, equipment



maintenance, chemical safety and heat stress. The report was very positive overall with no orders issued. A follow-up report was issued acknowledging receipt of requested documentation of autoclave maintenance records, and WSBC shared links to new heat stress resources.

8. Other Business

Andy is working on the new first aid regulations from WSBC which include an enhanced, new risk assessment template and guidelines. Caleb in CSEC is assisting with the campus risk assessment and starting to document first aid program information. Andy would like to defer review of the first aid program on campus until the October or November USC meeting, at which time there will be draft documents ready for committee consultation. In the meantime, Jaclyn could provide a brief update at the August USC meeting (as Andy will be away).

Meeting adjourned at 3:24pm.

Next meeting is scheduled for Tuesday, August 27, 2024, in BEC 402.

