



MINUTES

Date: Tuesday, June 25, 2024

Time: 2:30p.m.

Place: BEC 402

Present

Regrets/absences

Lynne Johnson, CUPE 917	Andy Mavretic, Director OHSE	Jess Maclean, Director CSEC
Greg Melnechuk, CUPE 4163	Leigh Andersen, FMGT Director, Customer Service & Program Integration	Nykita Downie, CUPE 951
Sarah Rowland, CUPE 951 (<i>alternate</i>)	Kane Kilbey (Chair), AVP Human Resources	Terri Lacourse, Faculty Association
Val Kerr, PEA (<i>alternate</i>)	Robert Johns, EP Manager (<i>alternate</i>)	Ori Granot, PEA
Cathy Boraston, Work Life Consultant (<i>guest</i>)	Nicole Greengoe, Executive Director Wellness, Recreation and Athletics	

- 1. Approval of the Agenda** – with agreement to review the ergonomic consultation as the first topic.

Motion: to approve the agenda. *Carried.*

- 2. Approval of the Minutes**

Motion: to approve the minutes from May 28, 2024. *Carried.*

- 3. New Business**

- Consultation topic: Ergonomics

Cathy provided an overview of the university’s [ergonomics program](#) that she leads in HR. The services focus on prevention and education as well as providing resources. The majority of resources are available on the HR website and include links to the online courses in Brightspace for office ergonomics, manual handling, and laboratory ergonomics. The website also includes information about the loan program for accessories, sit stand desks, and chairs. Cathy can provide an onsite consultation but these visits are generally for more complex issues that may involve medical accommodation or as part of a return-to-work program.

- 4. Emergency Planning (EP)**

Rob advised that he has been involved in the significant preparations for convocation in an effort to help reduce the impact of possible disruptions. The ceremonies went well last week. A number of fire drills were cancelled throughout May but these drills have now been rescheduled. Rob notes the summer will involve planning for the resumption of training in the fall as well as reviewing and catching up on regular duties. A new position in CSEC is currently posted for a community safety & training specialist.

Lynne enquired about staff training in the use of naloxone kits. Rob advised harm reduction and training strategies are in various stages of development and more information will be forthcoming. In the interim, Nicole will share resources on where staff and faculty can find self-serve training resources.

- 5. Encampment update**

Rob advised that the provincial government has created a document to help inform post-secondary institutions on the management of encampments and actions to consider. Kane noted other institutions in Quebec and Ontario have pursued or are considering injunctions as a possible remedy, but it would need to be approved by the courts. Rob reported that CSEC

continues to be impacted by the encampment, and employees have reported concerns and sought guidance from WSBC and EQHR. The committee extends their thanks and appreciation to the CSEC team in all their efforts in making the safest environment possible for both employees, visitors and the protestors.

6. WorkSafeBC

a. May 2024 claims summary

Elizabeth reviewed the four incidents which included one health care and three time loss claims.

b. Inspection reports

Andy advised WSBC has accepted the progress that the SCIE Machine Shop has made in regards to the 3 orders, and has closed out the inspection report with compliance achieved. Andy also noted that WSBC appreciated the thoroughness of the incident report and the subsequent follow-up actions in regards to the lithium battery fire that occurred with the student car club in MENG. Although there were no orders issued for this incident, the report provided a joint learning opportunity for procedures and emergency response plans in this emerging area of health and safety.

7. Other Business – none.

Meeting adjourned at 3:10pm.

Next meeting is scheduled for Tuesday, July 30, 2024, in BEC 402.

