



MINUTES

Date: Tuesday, November 28, 2023

Time: 2:30p.m.

Place: BEC 402

<u>Present</u>		<u>Regrets/absences</u>
Nykita Downie, CUPE 951	Kane Kilbey, AVP Human Resources (Chair)	Terri Lacourse, Faculty Association
Kaitlyn Diederichs, CUPE 4163	Andy Mavretic, Director OHSE	Ori Granot, PEA
Eric Segec, CUPE 917	Leigh Andersen, FMGT Director, Customer Service & Program Integration	
	Jess Maclean, Director CSEC	
	Nicole Greengoe, Acting Senior Director, Wellness, Recreation & Athletics	

1. Approval of the Agenda

Motion: to approve the agenda. *Carried.*

2. Approval of the Minutes

Motion: to approve the minutes from October 31, 2023. *Carried.*

3. Emergency Planning (EP) & COVID 19

Rob summarized the [tuberculosis \(TB\) case](#) on campus and Student Wellness continues to lead our response working closely with Island Health. Andy noted the university’s communicable disease prevention plan broadly encompasses this type of risk. Nicole advised that the screening clinic is being held this week. Island Health has identified any people who may need to be screened.

EP continues to work on [winter weather](#) communication planning for response to snow and ice. Rob reported that fire drills have been completed for 2023 and that EP also participated in a province-wide emergency exercise on November 15. This exercise also included power-outage scenarios which is timely as a large power outage occurred on campus last month. The impact of this power outage and actions required for going forward is under review.

Rob noted there have been ongoing demonstrations on campus in regards to the conflict in the Middle East. Jess reported that CSEC has been on-hand to assist and offer a sense of safety for the campus community.

Rob is looking for new volunteers to join emergency teams at UVic. The teams include the Emergency Call Centre, Emergency First Aid Unit, and Amateur Radio team. There are no updates to report regarding COVID-19.

4. Business Arising - none

5. New Business

a. Consultation topic: Emergency Preparedness & Response

Andy advised the consultation document provides an overview of regulatory requirements that employers must conduct as per WorkSafeBC for specific emergency response hazards, in addition to our campus-wide planning and response procedures.



Darryl Huculak in FMGT maintains procedures on high angle work and confined spaces/underground work at the university.

Rob reviewed emergency procedures, fire safety and campus evacuation. He advised that EP will be reviewing [campus evacuation plans](#) as well as increasing awareness on what to do in the event of a major emergency. Topics on [emergency preparedness training](#) continues to be available by the EP team. Rob is also working on a self-study emergency procedures course for faculty members. There are 7 emergency teams at the university which include the Emergency Operations Centre (EOC), Site Response Team, Executive Policy Group, UC&M Emergency Communications, FMGT Operations Centre, Emergency Call Centre and Rapid Damage Assessment Team.

Kane and Leigh expressed kudos to Rob for his initiatives in training, quality of the EP program and general well-being he provides that the campus is capable of responding to emergencies. Well done and thank you Rob!

6. WorkSafeBC

a. October claims report

Elizabeth reviewed the 2 health care and 2 time loss claims submitted to WSBC.

7. Other Business - none

Meeting adjourned at 3:05pm

Next meeting will be: Tuesday, December 19, 2023

Location: BEC 402

