

UNBC JOINT HEALTH & SAFETY COMMITTEE

December 15, 2022

****Zoom Meeting** 3:00pm to 4:00pm**

Participants:

Kerry Roberts, (Employer Rep)
Debbie Roberts, (Employer Rep)
Ron Camp II, (Employer Rep)
David Claus, (Employer Rep)
Twylla Hamelin, (Employer Rep)
Malgorzata (Mal) Kaminska, (Faculty Employee Rep 2)–Co-Chair
Shannon MacKay, (CUPE Employee Rep 1)
Peter Popovic, (CUPE Employee Rep 2)

Committee Resource:

Scott McMillan, Health & Safety Manager (Resource)
Conan Ma, Chemical Safety Officer (Resource)

Absent:

Alex Castley, (Employer Rep)
Saphida Migabo, (Faculty Employee Rep) *Alternate*
Aneta Douglass, (CUPE Employee Rep 1) *Alternate*
Siraj ul Islam, (Faculty Employee Rep) *Alternate 2*
Marlene Cannon, (Employer Rep) *Alternate*
Aaron Olsen, (Employer Rep) *Alternate*
Sean Kinsley, (Employer Rep) *Alternate*
Trevor Smith, (Employer Rep) *Alternate*
Christa Florell, (Faculty Employee Rep 1)
Alan Alger, (CUPE Employee Rep 2) *Alternate*
Narayan Koirola, (CUPE 2278 Employee Rep 1)
Vacant, (CUPE 2278 Employee Rep 1) *Alternate*
Jennifer Skaar – (Recording Secretary)
Tammy Klassen-Ross, (Positional Resource)

Meeting Co-Chair: Mal Kaminska

A. Traditional Territory Acknowledgement - David

B. Chair Comments

- Mal shared tips from the JOHSC at the North Pole, with some useful suggestions on lifting techniques. See attached. Also note other Holiday safety tips from the CDC.

C. AGENDA:

No changes or additions to the agenda - accepted.

D. APPROVAL OF MINUTES – November 24, 2022

- d.1) No changes or corrections. Motion to accept David– All in favour, approved.

E. BUSINESS ARISING FROM THE PREVIOUS MINUTES

e.1) **Sub-Committee project updates- Mal**

- Team 1: Community outreach – Met this week, working on a letter for an Employee Engagement Survey, answering questions for the sub-committee's benefit and the JOHSC.
- Team 2: JOHS Committee outreach – To meet in January, an activity is planned, to be assessed and deployed in the new year.
- Team 3: Re-Orientation & education for employees –sub-committee members: Kerry, Twylla, Christa, and Scott will meet in 2023.
- Team 4: Bullying & harassment safety survey – To meet in 2023.
- Team 5: Review of accessibility on campus – 2023 meeting TBD.

Comment: There is a national standard for mental health and well-being for post-Secondary students in Canada. Would like to put forward a suggestion for sub-committee 1 to consider inviting a guest to speak about mental health and well-being.

e.2) **Employer Committee Co-Chair**

Kerry was in attendance, Co-Chair election to take place before next meeting.

e.3) **Accessibility Committee Update**

Alex to meet with Aman to discuss and will provide an update in Jan. 2023.

e.4) **Special Access Parking for Employees with temporary accessibility needs**

Staff who need to utilize Accessible Parking temporarily will need to speak with their doctor and complete the process to be able to utilize accessible parking on a temporary basis.

Parking accessibility was discussed. Concerns expressed by staff about the number of accessible parking spots, and the location of the current accessible spots. This issue to be forwarded to Accessibility Subcommittee to study utilization and report back.

e.5) **Janitorial cleaning expectations**

Daily spot check/clean completed for all washrooms, high traffic washrooms are cleaned at several times through the day. Each night washrooms get a deep cleaning, monthly washing of partition walls and high spots. Quality checks happen weekly, with reported concerns followed up on immediately. High traffic washrooms in the library were of concern, in particular because adjacent washrooms are under renovation, channelling more traffic to Library washrooms. Supplies are being ordered earlier than usual to address potential of supply chain issues. Remember to report concerns using the TMA process.

Question: When will the washrooms in the First Nations centre be completed? Specific date not known, but progress continues. Partitions, doors, and taps are installed now!

e.6) Meeting dates confirmed to be the fourth Thursday of the month from 3 – 4pm.

F. Incident Report Summaries

f.1) **Review of the Worksafe and other classified incident reports for First Aid Incidents. Safety Investigations: & Other Reports sent to members for review. – Scott**

Scott reviewed the report on screen with the Committee.

3 First Aid incidents, 2 slip and fall incidents, 1 minor burn.

No new investigations to complete.

3 other First Aid incidents involving students.

All 16 Fire Drills have been completed in 2022!

Request: capture the specific location of slip/fall incidents.

f.2) **Review of Respect in the Workplace Investigation Statistics**

No incidents to report or investigate

G. Inspection Updates

g.1) **Building Inspection Updates – Scott**

Four inspections to occur in Dec: Agora, Conference Centre, Enhanced Forestry Lab, and the Kitchen inspection.

Action: Complete the 2023 Inspection Schedule.

g.2) **Lab Inspection Report – Conan**

No spills to report.

All 2022 inspections are complete!

H. New Business

h.1) Question from Faculty member regarding updates to the policy on Emergency Response to Inappropriate or Threatening Behaviour. Annual process is being developed for review of all policies. Some policies are outdated, and these will be prioritized for update. Please forward any policy of concern to Kerry to be sure that this is on the list for review.

h.2) Lab staffing concerns, specifically the controls technician for fume hood certification, and the animal safety technician. Currently, our fume hoods are certified until Summer of 2023. HR is considering lab and animal safety to identify and fill high priority positions. NOTE: some positions are and will be posted, if the successful candidate accepts a Regular Part-Time position and is a student, they also receive free tuition!

h.3) Mention of WorkSafe visit and a vision for enhancing our safety culture in the future. Idea to share info about the impact of accidents with staff, perhaps via the staff survey.

I. Round Table Discussion: No further discussion.

MEETING ADJOURNED AT 4:15PM

ACTION ITEMS

Item #	Description	Who	Action
1) 19-009	Committee Projects	Individual Project Groups	On Going
2) 19-016	Animals on Campus Policy & Procedures Draft for Committee Review	Safety Office	Tabled