

UNBC JOINT HEALTH & SAFETY COMMITTEE

March 31, 2022

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

Participants:

Sarah Elliott, (Employer Rep)- Co-Chair
Marlene Cannon, (Employer Rep) *Alternate*
Ron Camp II, (Employer Rep)
Debbie Roberts, (Employer Rep)
David Claus, (Employer Rep)
Kerry Roberts, (Employer Rep)
Twylla Hamelin, (Employer Rep)
Christa Florell, (Faculty Employee Rep 1)
Shannon MacKay, (CUPE Employee Rep 1)
Aneta Douglass, (CUPE Employee Rep 1) *Alternate*
Peter Popovic, (CUPE Employee Rep 2)
Narayan Koirola, (CUPE 2278 Employee Rep 2)

Committee Resource:

Lydia Troc– Health & Safety Manager, (Resource)
Jennifer Skaar – (Recording Secretary)

Absent:

Aaron Olsen, (Employer Rep) *Alternate*
Sean Kinsley, (Employer Rep) *Alternate*
Trevor Smith, (Employer Rep) *Alternate*
Lianne Tripp (Faculty Employee Rep) *Alternate 2*
Malgorzata (Mal) Kaminska, (Faculty Employee Rep)–Co-Chair
Saphida Migabo, (Faculty Employee Rep) *Alternate*
Alan Alger, (CUPE Employee Rep 2) *Alternate*
Vacant, (CUPE 2278 Employee Rep 1)
Vacant, (CUPE 2278 Employee Rep 1) *Alternate*
Vacant, (CUPE 2278 Employee Rep 2) *Alternate*

Committee Resource:

Tammy Klassen-Ross, (Positional Resource)
Natalie de Bruyn, (Positional Resource)
Conan Ma, Chemical Safety Officer (Resource)

Meeting Co-Chair: Sarah Elliott

A. Traditional Territory Acknowledgement – Kerry Roberts

B. Chair Comments:

-Sarah noted that Mal was unable to attend today and she will be chairing the meeting.

C. AGENDA

c.1) No changes or additions to the agenda - accepted.

D. APPROVAL OF MINUTES – February 24, 2022

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

E. BUSINESS ARISING FROM THE PREVIOUS MINUTES

e.1) Sub-Committee projects - Sarah

-Sarah asked the leads for the groups to provide updates:

Team 1 – Have not met since the last report.

Team 2 - Debbie - the team met and is working on setting up a quiz for employees that will familiarize them with the JH&S Committee and the purposes of the Committee.
There is also a National Safety week that the sub-committee is looking at participating in.

Team 3 - Kerry – team has a meeting scheduled but have not yet met.

Team 4 - Kerry – team has a meeting scheduled but have not yet met.

Team 5 – Lydia –new addition to sub-committee, Rheanna has joined the team as a resource. The committee is looking into a policy for employees with disabilities and are reviewing the policy for students with disabilities. They are also hoping to move forward with participation in the Red Shirt Day on June 1st which occurs during National Accessibility Week.

e.2) COVID-19 Public Health Order Updates - Sarah

-The PHO has removed the mask mandate. The numbers of cases however are increasing and have been impacting programs and departments on campus.

-The Provincial Emergency Management Program have asked all Ministry's to prepare a debrief and planning report on what worked well and what did not work well during the last two years trying to run Ministry business during the COVID pandemic. The Ministry of AEST will be coming to our sector and when we get that information, we will work through the questions, the JH&S Committee will be engaged in that process. The goal is to understand how we can improve the communication between the Ministries with a lot of focus on the fact that more collaboration would be needed particularly in this case the Ministry of Health who were overwhelmed and the BCCDC who were not updating web pages, documents and

information. The debrief is meant as a positive learning opportunity to determine how all Ministries can work better together in future emergencies.

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. – Sarah**
-Sarah apologized as she did not have the opportunity to prepare the report in time for the meeting but will add it to the Teams folder.

- f.2) **Review of Respect in the Workplace Investigation Statistics – Kerry**
-Kerry indicated there were no new reports or disclosures. Some are ongoing but are in good standing.
-Question: Is there an update on the zoom bombing incident reported at the last meeting? Kerry indicated that Arleta has been working on the incident. Some details that can be confirmed – the zoom bombing was not a targeted attack due to the nature of the content and involved youth looking to out-do each other. Arleta also engaged IT to determine what other safety and security measures can be implemented to avoid a similar incident in the future and IT is working on that now. Arleta reached out to the meeting hosts who have elected to not take things further to avoid drawing more attention to the incident.
-Sarah noted that this would have been opportunists taking advantage of access to the zoom meeting.
-No further questions or comments.

G. Inspection Updates

- g.1) **Building Inspections –Lydia**
-Lydia is looking for 2 employer reps and 2 employee reps to participate in the residence building inspections and is looking to schedule sometime between May 16 – May 31. Shannon, Debbie, and Kerry put their names forward if schedules align.

- g.2) **Lab Inspection Report – Lydia**
-Conan is away but provided a report to Lydia for the meeting: 2 lab inspections are coming up and inspections are progressing on time.

H. New Business

- h.1) **Committee Terms of Reference (TOR) review – Sarah**
-Sarah noted it is time for the Committee review of the TOR. Members asked to review the current copy in MS Teams.

- h.2) **2022 National Workers’ Day of Mourning April 28th – Sarah**
-The day of mourning is held every year at the end of April and has been previously championed by Bethany on behalf of CUPE 3799 for the past 8 years. This is an important date we want to continue to participate in and I am pleased that Shannon brought the event forward.
-Shannon noted she brought the event up to sub-committee #2 and although it is not part of the sub-committee’s mandate, she is hoping that the JH&S Committee can take on the event going forward to ensure it is well supported. Shannon cannot take the lead but she is willing to help.
-Lydia has ordered posters and stickers to promote the event. Shannon added that Bethany has some stuff from the last event to contribute.
-Sarah asked if anyone was interested in championing the event. Debbie is willing to take on if there are others who can assist. Sarah will get some information together for Debbie and asked if anyone is aware of someone they would recommend as a good presenter for the event to please come forward.

- h.3) **Fire alarm/ drills – Shannon**

-There was a fire drill in Building 5 during which it was discovered that the alarm is not audible in the new Counselling Office space. The occupants did not hear an alarm sound or see a visual alert. David confirmed this incident was not a fire drill but an unexpected alarm and he will look into the alarm set-up for that space.

I. Round Table Discussion:

-None heard.

MEETING ADJOURNED AT 3:39PM

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	Sarah Elliott	Tabled