

UNBC JOINT HEALTH & SAFETY COMMITTEE

September 28, 2023

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

Participants:

Scott McMillan, (Employer Rep)- Co-Chair
Marlene Cannon, (Employer Rep) *Alternate*
Debbie Roberts, (Employer Rep)
Kerry Roberts, (Employer Rep)
Twylla Hamelin, (Employer Rep)
David Claus, (Employer Rep)
Malgorzata (Mal) Kaminska, (Faculty Employee Rep 2)–Co-Chair
Peter Popovic, (CUPE Employee Rep 2)

Committee Resource:

Jennifer Skaar – (Recording Secretary)

Absent:

Ron Camp II, (Employer Rep)
Aaron Olsen, (Employer Rep) *Alternate*
Vacant, (Employer Rep) *Alternate*
vacant, (Employer Rep) *Alternate*
Vacant, (Faculty Employee Rep 1)
Siraj ul Islam, (Faculty Employee Rep) *Alternate 2*
Saphida Migabo, (Faculty Employee Rep) *Alternate*
Aneta Douglass, (CUPE Employee Rep 1)
Vacant, (CUPE Employee Rep 1) *Alternate*
Alan Alger, (CUPE Employee Rep 2) *Alternate*
Vacant, (CUPE 2278 Employee Rep 1)
Vacant, (CUPE 2278 Employee Rep 1) *Alternate*
Narayan Koirola, (CUPE 2278 Employee Rep 2)
Vacant, (CUPE 2278 Employee Rep 2) *Alternate*

Committee Resource:

Tammy Klassen-Ross, (Positional Resource)
Conan Ma, Chemical Safety Officer & Bio Safety Officer (Resource)

Meeting Co-Chair: Scott

A. Traditional Territory Acknowledgement - Scott

B. Chair Comments

-Updates to Safety App including a new Incident Reporting process. Oct 11 launch date, soft launch prior. Reviewed the screens of the new app process. Thank you Jenn Skaar!

C. AGENDA:

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D. APPROVAL OF MINUTES – July 27 and Aug 28, 2023

d.1) Tabled for next meeting as no quorum.

E. BUSINESS ARISING FROM THE PREVIOUS MINUTES

-NONE

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**
-12 student incidents reported this month, two employee incidents.

f.2) **Review of Respect in the Workplace Investigation Statistics- Kerry**
-No update

G. Inspection Updates

g.1) **Building Inspection Updates – Scott**
-Building inspections underway, no updates at the moment.

g.2) **Lab Inspection Report – Scott**
-No incidents to report.

-No questions brought forward.

H. New Business

h.1) **Introducing Trevor Murdock, we'll get to meet him next month!**

h.2) **Wood Innovation Research Lab (WIRL) Fire Loss – Scott**
-No updates

h.3) **UNBC Safe App & Tracktik Software – Scott**

-The upgrades for the UNBC Safe App to report incidents, hazards, near misses etc has been approved and will be uploaded very soon. Noted that an update to the App will be necessary for satellite campuses and locations.

I. Round Table Discussion

-Saphida asked about the smoking policy, expressed concerns about people smoking too close to the doors and away from the designated smoking areas. Discussion ensued about updates to smoking locations and policy. David explained that the committee that developed the smoking policy is no longer active, and may need to be re-formed. New Provincial policy states that smoking must be 6m away from a doorway, window or air intake.

-No further comments brought forward.

MEETING ADJOURNED AT: 3:40PM

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