

UNBC JOINT HEALTH & SAFETY COMMITTEE

May 22, 2025
11:00am to 12:00pm

Participants:

Tina Fraser (Faculty Employee Rep 1) Co-Chair
Heidi Dodenberg, (Faculty Employee Rep 1)
Shauna LaTosky (Faculty Employee Rep 2)
Jennifer Dawson, (Employer Rep)
David Claus, (Employer Rep)
April Tod, (CUPE Employee Rep 1)
Alencia Graham (CUPE Employee Rep 1) *Alternate*

Committee Resource:

Thya Warren – (OHS Safety Officer)
Harpreet Johnson – (Recording Secretary)

Absent:

Scott McMillan, (Employer Rep)- Chair
Debbie Roberts, (Employer Rep)
Ron Camp II, (Employer Rep)
Adam Hawkins, (Faculty Employee Rep) *Alternate*
Amelia Kaiser, (Employer Rep)
Aaron Olsen, (Employer Rep) *Alternate*
Vacant, (Employer Rep) *Alternate*
Guowei Li, (CUPE 2278 Employee Rep 2)
Vacant, (CUPE 2278 Employee Rep 1) *Alternate*
Vacant, (CUPE 2278 Employee Rep 2) *Alternate*
Christiana Onabola, (CUPE 2278 Employee Rep 1)
Mike Billups, (CUPE Employee Rep 2)
Kassi Doherty, (CUPE Employee Rep 2) *Alternate*
Vacant, (Employer Rep) *Alternate*
vacant, (Employer Rep) *Alternate*

Committee Resource:

Jordan Wilbey, Chemical, Radiation & Bio Safety Officer
Kaila Fadock, (Positional Resource)



Meeting Co-Chair: Tina

A. Traditional Territory Acknowledgement - Tina

B. Chair Comments – Amelia is new to our team but is not at the meeting.

C. AGENDA – Tina: First Aid recently, there has been some changes recently. Approved

D. APPROVAL OF MINUTES – March and April 2025

d.1) Approved by Heidi and second by April. All in favour.

E. BUSINESS ARISING FROM THE PREVIOUS MINUTES

e.1) **No new business**

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. – Thya**

- Nothing from WorkSafe BC. It has been a quiet month.
- First aid – cut to a thumb and Decon 30 was splashed in the Right eye.
- Fire drill at the Daycare. 1st Tuesday or Wednesday of each month and are rotated.
- June – Lab fire drills will be done.
- FFEL jet boat was in training and collided with the 2nd boat. No injuries were reported.
- **See chart below**

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

- Annual report this time of the year May 1, 2024 – April 30, 2025. In that period there were 7 complaints, 5 of which were resolved and 2 of them are ongoing.
- One new complaint for the new time-period. This included all employee groups
- Thya: If there is a team within a department and there is disrespect in the workplace and that team is looking for solutions, what is offered for support services to that team?
- Jennifer: There is no standard package or training that is offered, it all varies by scenario. Most of it is working with managers to provide coaching for them to lead their team. We do not come in and provide any training and coaching. There are no standard processes that would be followed.
- There is onboard training that is required by all new employees for respect in the workplace. It is outdated and once the policy has been updated, the training will be updated as well.
- Thya: If there is repeating patterns by an employee, do the employees have to review the respect in the workplace course?

- Jennifer: No. Unfortunately, the way the respect in the workplace and training is drafted, it is more disrespect. This is what happens if you are being disrespectful.
- Tina: Does anyone know who our Harassment and Discrimination officer is?
- Jennifer: We do not have one right now. That will be updated with the new policy revisions. Things would come to HR and they would get allocated to the right place from there.

G. Inspection Updates

g.1) Building Inspection Updates – Thya

- WIRL inspection – Last years WIRL report had a lot of pictures added in the report so everyone is familiar with what we should be looking at. Going down in the report, we note the deficiencies.
- WIRL inspection in March 2024 – The evacuation plans were still down from when the explosion happened, but these are now mounted.
- Electrical panel – there was a lot of things in front of the panel that needed to be moved.
- Power cords – working on removing the cord hazards
- Went over report with the team.
- Admin Building – inspection was great. The compost room needs to be clear of all debris on the floor. There should be a bin that everything can be put into.
- Sprinkler heads need to be cleared of debris/dust.
- The wheelchair ramp has been fixed in the senate chambers.
- Went over the report with the team.

g.2) Lab Inspection Report –Jordan/Kaila

- Not in attendance.

H. New Business

h.1) Worksite inspection training or JOHSC worksite inspection training

- Every year we are to do an annual training for being on this team and providing benefit for us. It is a 4-hour training or more. Is there value in that?
- April: Is it specific to the inspection?
- Thya: it is general.
- April: The general training was done in Christmas time, so it is still valid.
- Thya: When the anniversary of the training comes up, it would be a good idea to get that up to date.

I. Round Table Discussion

i.1) First Aid Training – Tina

- One thing that came out of the new training session is using the mask when you are resuscitating, what people do not realize is that the fentanyl can still escape even with a mask on.
- Thya: The security team all have their first aid, Scott has it, Thya has it and Jordan. If the security is ever short on staff, as we need 3 first aid attendant on shift, they are there for back up.
- Adam: Has the electronic copy of the standard material for First Aid as he is an instructor for the course and he can share that copy as well.
- Thya: AED's had their turnovers so their 5-year batteries expired and were all recently replaced!

MEETING ADJOURNED AT: 11:29AM

	<u>May</u> <u>2025</u>	<u>May</u> <u>2024</u>	<u>Year to date</u> <u>2025</u>	<u>YTD Last Year</u> <u>2024</u>
Hazard Reports	1	0	1	0
Near Miss Reports	2	0	3	0
First Aid	2	2	11	4
Medical	0	0	0	2
Time loss	0	0	0	2
Fire Drill	1	1	5	4
Fire Alarm / Evacuation	0	1	3	1
Investigations	4	3	2	4
Other Incidents	4	13	26	23

Inspections	0	4	0	4
Ergonomic assessments	0	7	6	10
New App subscribers / Total	11	33	2645	2331

Hazard Report:

- N/A

Near Miss Reports:

- None.

Employee First Aid, Medical or Time Loss incidents:

- Employee First Aid – cut to left thumb.
- Decon 30 was splashed in the Right eye.

Investigations:

- None.

Evacuation Events:

- None.
- Evacuation Drill at Day Care.

Other Incidents:

- Student First Aid – Equip damage FFEL jet boat in training collided W another boat. 2nd boat passed 1st boat & went in front. 2nd operator had slow reflexes No one hurt.

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