

WSH COMMITTEE MINUTE FORM

See instructions



Labour and Immigration

Workplace Safety & Health
401 York Avenue, Winnipeg, Manitoba R3C 0P8
T 204 957-SAFE (7233) or
toll-free 1 855 957-SAFE (7233) F 204 948-2209

Other Business:

Complete Name and Address of Workplace	Employer Members	Occupation	Present	Absent
The University of Winnipeg 515 Portage Avenue Winnipeg, MB R3B 2E9 Phone: Tel: 786-7811 Fax: Fax: 774-2935 Meeting Date: June 11, 2020 Date of next meeting: September, 2020- TBD Number of employees at the workplace: 850	Roberta Marsh Kyle MacDonald Julia Peemoeler	Co-chair, Chief Human Resources Officer Executive Director, Infrastructure Comptroller, Financial Reporting	X X X	
	Worker Members (list all) VACANT Jillian Golby-Borsa Natasha Taiarol Peter Balagus Paul Holloway Derek Spencer Katherine Breward Binara Hewagamage Korolya Vargscarr Steven Shwaykosky Trevor Day Michael Dudley Jaime Orr VACANT	Manager, Ins. & Capital Acct. – Excluded Emp. Administrative Manager – IUS - AESES Co-Chair, Biology Laboratory Manager – AESES Technician - AESES Faculty member – UWFA Faculty Member- UWFA Faculty member – UWFA UWSA (Alternate) UWSA Engineer, Physical Plant (Alternate) HVAC Technician – IUOE Faculty Member- UWFA UWFA (Alternate) PSAC	X X X X X X X X X	X X X X
	Guests (list any) Kevin Smith Doug Brownridge Wade Carriere Jennifer Trotman Ginette Helgason Jens Franck	Manager, Safety and Health Occupational Safety and Health Officer Director Emergency Prep and Security Director, Campus Living Executive Assistant – HR (Minutes) Laboratory Safety Sub-Committee Chair	X X X X X X	

Agenda Item	Subject, Concern or Problem (See reverse for completion instructions)	Recommendation or Action to Be Taken Action By (who & when)	Status
Call to Order Introduction	Meeting Called to Order, 1:05pm		
A. Approval of Agenda		Moved by N. Taiarol, Seconded by K. Breward	
B. Acceptance of Minutes	Minutes accepted.	Moved to accept by N. Taiarol, Seconded by K. Breward	
C. Business Arising from the minutes:	- (KS) Update to May minutes re: IAQ testing in 2RC096 and 2RC094 were below the lowest Personal Exposure Limit (PEL) or Time Weighted Average (TWA) we could find. - Members no longer on the committee are: Deanna Pollock, moved to ELP.		
D. Reading Correspondence	- (KS) Received info from Jamie Hall, COO at SafeWork MB; KS to send attachments of info received	K. Smith to send copies of correspondence as received from SafeWork.	
E. New Business	Return to Safe Services Phase II <ul style="list-style-type: none"> o Post-secondary institutions (PSI's) limited to specific key guidelines; links to provincial regulations/guidelines: https://www.gov.mb.ca/covid19/restoring/phase-two.html o Academic Advising Committee formed and headed by T. Wood; to determine which classes/labs/practicums can be delivered remotely and which cannot. o Processes and requirements being reviewed but timeline is tight with efforts to be in place for July registration. o Multiple considerations with signage, PPE, barriers being identified. o Remote work to continue for most departments. o EPP will evaluate and provide approval if a department is to resume on campus operations. 		

Co-Chairpersons' Signatures Please indicate by (X) in the brackets below who chaired this meeting.

BOTH management and worker co-chairs must sign each page of the minutes when they agree that the minutes are complete and accurate.

If one, or both co-chairs do not agree with the minute record, please attach concerns on a separate page.

In my opinion, the above is an accurate record of this meeting.

() Print name of Employer Co-Chair- Roberta Marsh (X) Print Name of Worker Co-Chair Natasha Taiarol

Signature _____ Signature _____

Agenda Item	Subject, Concern or Problem (See reverse for completion instructions)	Recommendation or Action to Be Taken Action By (who & when)	Status
	Radon Testing <ul style="list-style-type: none"> o 2 areas tested- Bulman Centre & UWSA Daycare; subterranean levels tested due to pooling of radon in lower areas o Bulman had 24-25 tests and all were lower than 52 Becquerels (Bq) o Daycare tested 20 spots; results were 55 Bq in one area and all other spaces were much lower Variance Application <ul style="list-style-type: none"> o Variance application to be submitted by deadline in October 2020 regarding continuing with a central committee in a multiple workspace environment. o Committee will be required to provide signatures at September meeting to prepare for submission. Critical Job Inventory <ul style="list-style-type: none"> o Ongoing submissions with risk analysis; labs and other critical areas are prioritized. 		
F. Reports from Subcommittees; Safety; Security; Inspection	All reports submitted, distributed and reviewed prior to meeting; all committee members are encouraged to attend an inspection Biosafety Committee- no comments Radiation Safety- no comments. Science Lab Safety Subcommittee- no comments Inspection Report- inspection theme was COVID-19; participation from Facilities staff in inspections as committee members all working remotely; Alison Loat and THFM group noted for preparing their area well for long absence ie: plugs, fridges, etc. Incident/Fire Report Security Report- W. Carriere revising reporting structure; looking to update best practice, developing policies and following industry standards. <ul style="list-style-type: none"> - Low vandalism rates with campus closure; intercoms now in place at entrance to Centennial 		
G. WSH Metrics	<ul style="list-style-type: none"> - Feedback from committee to be requesting on what the committee wants measured; discussion re: indicators include number of meetings, participants and investigations/inspections/incidents. 	Ongoing feedback from committee re: categories & other suggestions.	
H. Direct WSH Policies- Review Process	<ul style="list-style-type: none"> - Policies reviewed and edits provided; extension of 1 week for further feedback on suggested edits provided. 	Feedback on policy updates/changes- All-policies as sent in March 2020.	
I. Other Business	<ul style="list-style-type: none"> - Safety Office working with RRCC to accommodate 2 interns from Workplace Safety & Health program. Round Table <ul style="list-style-type: none"> - (JO) Library to be included in the signage/decal distribution; area evaluations for safe return requirements to be determined per upcoming processes. - (JF) Grass in front of RCFE is very long, possible sharps concern; prairie grasses meant to be long. - (JT) Residence spaces also requesting the decal/signage; elevator regulations to be discussed as physical distancing cannot occur in most elevators on campus and in residence. - (JT) Discussion point for committee re: systemic racism- discussions needed across institutions & need to identify BIPOC spaces and other safety related issues for the committee among larger conversations within campus community. - (JGB) Attending webinars on mental health and other topics, list of upcoming webinars and access to sign up lists requested by committee co-chairs. - (JGB) Inquiry re: Healthy Campus Advisory Committee status as no word on this committee for some time now. 		
J. Next Meeting	September 2020- schedule TBD Location: TBD- 2M70 or Zoom		
K. Adjournment	2:20pm		

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