COMMITTEE MINUTE FORM



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

| Complete Name and Address of Workplace | | Employer Members Marni Yasumatsu | | ent – Human Resources, Co-Chair | Preser X X | nt Absen |
|--|--|---|---|---|------------------|----------|
| The University of Winnipeg 515 Portage Avenue Winnipeg, MB R3B 2E9 | | Kyle Macdonald Julia Peemoeller | Executive Director, Infrastructure Comptroller, Financial Services | | ^ | х |
| Phone: 204-786-7811 | | Worker Members Vacant | CMP Group | | | |
| Fax : 204-774-2935 | | Jillian Golby-Borsa | CMP Group Administrative Manager – IUS - AESES | | Х | |
| Meeting date: | | Natasha Taiarol Peter Balagus | Technician – AESES | oratory Manager – AESES (X) (Chemistry) | X X | |
| December 10, 2020 | | Paul Holloway | Faculty Member – UV | VFA (Biology) | | X |
| | | Jaime Orr Katherine Breward | Faculty member – UWFA (Library) Faculty member – UWFA (Business and Administration) | | X X | |
| Date of next meeting: March 10, 2021 | | Michael Dudley | Faculty Member – UWFA (Library) | | Х | |
| | | Karolya Vargscarr Binara Hewagamage | UWSA UWSA (Alternate) | | Х | X |
| Number of employees at th 860 | e workplace: | Trevor Day | Lead HVAC Technicia | an – IUOE | Х | |
| 500 | | Steven Shwaykosky Tina Matias-Bouchard | Shift Engineer - IUOE | (Alternate) | X | X |
| | | Tina Matias-Bouchard | PSAC | | X | |
| | | Guests (list any) Kevin Smith Doug Brownridge Wade Carriere Jennifer Trotman Tabitha Wood | Director, Campus Livi | and Health Officer mergency Preparedness and Insurance ng ulty of Science; Bio-Safety Committee | X X X X | |
| Agenda Item | | Subject, Concern or Problem (See reverse for completion instructions) | | Recommendation or Action To Be Action By (who & when) | Taken | Status |
| Call to Order Introduction | Meeting called *Quorum met | I to order at 12:10 p.m. | | Chair – N. Taiarol | | |
| A. Approval of Agenda | D. Brownridg Holiday Thank | e – Item to be added: -you | | Motion by: Katherine Breward Seconded by: Michael Dudley | | Approved |
| | Corrections (s members): "Karolya" "Matias" | pelling) to be made to Aç | genda (worker | | | Complete |
| | K.Smith confirmed that the 2017 TOR is current | | | | | |
| B. Acceptance of June 12, Minutes | |) Minutes | | Motion by: Katherine Breward Seconded by: Michael Dudley | | Approved |
| | K.Smith - Clar was Collegiate | ified that <i>Return to Safe</i> as Staff. | Services Phase I | | | |
| | N.Taiarol – ad | dition to June 12 th minute | es re: Radon Testing | All test results were well under the Canadian guidelines of less than 2 Bq/m 3, and therefore required no | | |
| | | | | remediation. | | |

| 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 <u>Marni Yasumatsu</u> | (X) Print Name of Worker Co-Chair | Natasha Taiarol | | |
| Signature Approved by MY Jan 14, 2021 | Signature Approved by NT Jan 14, 2021 | | | |

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closed (due to misuse)?

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WRs closed – only enhanced cleaning

measures with measures added for tracking this. One Gender Neutral WR

added to 4th floor.

| Agenda Item | Subject, Concern or Problem (See reverse for completion instructions) | Recommendation or Action To Be Taken Action By (who & when) | Status |
|--------------------------------------|--|---|----------|
| | Revisited discussion re: Safe spaces on campus for the BIPOC community. Signage – Training – Need for further discussion and action. Evolved into wider discussion of Employment Equity on Campus. *Other areas (Library, Faculty, etc.) are already meeting on this issue within their units. M.Yasumatsu – as a University, we are looking into an antiracism program. The Employment Equity Policy is under review in 2021; an Employment Equity Advisory Committee is being constituted to further this work. | Action item: K.Breward to send email seeking committee member's interest in attending additional meeting to address this topic. | |
| | September 10, 2020 Minutes | Motion by: Trevor Day Seconded by: Peter Balagus | Approved |
| | Revised – J. Golby-Borsa did not raise the item of (H) vending machines. This was part of the comment raised about operation and cleaning microwaves. | Action Item: N.Taiarol to review attendees to verify. | |
| | N.Taiarol - Addition to minutes re: Return to Safe Service – Public Health recommendation - contact tracing as part of electronic check-in measures. | | |
| C. Business Arising from the Minutes | It was noted that many ad hoc S&H committees have arisen across the University, which include some of our members. With the expiration of our Committee Variance (Oct 2020) we could benefit from their input on the upcoming application. | Action Item: K.Smith – to strike a subcommittee to address the variance application. | |
| | Program review should include metrics – goals and objectives to properly establish the S&H culture. S&H office is working with partners across campus re: risk assessments. These are done on an as needed basis as people return to their areas. Working closely with facilities to implement. Inspections take place across 23 work areas. • Full Pods Completed: Asper Centre; DW; MB Hall floors 1 and 2; Wesley and Leatherdale Halls; RecPlex; Buhler; Bryce Hall. • Partial or Closed: Centennial Hall; Lockhart; Ashdown; HBO; Menno Simons; Rice; UWSA; Library. Reminder – if you see an area in need, please inform the S&H Office. | To be included in the variance. | |
| D. New Business | COVID Safe Return to Work online training available. Link: https://www.safemanitoba.com/Education/Pages/COVID- 19-Best-Practices-for-a-Safe-Workplace.aspx Addresses best practices and responsibilities of both employee and employer. Committee members are entitled to two days of educational leave under the act. | | Ongoing |
| E. Subcommittee Reports | Incident Report Greater specificity was requested and addressed re: locations of incidents. One medical incident - mental health and worklife balance related. Be kind to one's self and others. | | |

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| Agenda Item | Subject, Concern or Problem (See reverse for completion instructions) | Recommendation or Action To Be Taken Action By (who & when) | Status |
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| | Guidance documents have been created to assist with new contractors/ service techs coming on campus. Some available on website. | Action Item: K.Smith to provide guidance docs to N. Taiarol. | |
| | Fire One false alarm responded to by WFD | | |
| | Security Reviewing security posture on campus – includes surveillance camera positions and upgrades. Some minor vandalism - No significant reports, majority tied to the Collegiate. | | |
| | Recording pandemic recovery measures Asper Centre has seen the most activity, and has gone above and beyond in implementing safety measures. Rolling out a wider implementation of the iAuditor APP – will provide greater analytics and data. Inspection are more important than ever. Suggest we schedule upcoming Feb inspections now. | Schedule inspections for Feb 2021 | |
| | Biosafety Did not meet this quarter. | | |
| | Science Lab Safety Quiet due to reduced work in labs. Amendment (N.Taiarol) In Biology – sink eye wash stations have been inspected since April/May. Techs have inspected Biology's teaching and research labs, in addition to beginning drench shower and pull-down eye wash station testing. Yearly shower inspections (by Facilities) usually occur over the summer. State of testing equipment indicates high frequency of testing – Equipment has been replaced. Confirmation of regular Fume hood testing – check certification tags/sticker. | Action Item: K.Macdonald to double check – Confirmed they were done in July 2020. | Completed |
| F. Other New Business | M.Yasumatsu gave a brief update on the hiring of new Health and Wellness Specialist - Linda Harrison – starts Jan 5, 2021. Occupational Therapist who specializes in mental health. | | |
| | Safety Heroes – thanks to all committee members and donors of gift bag items. | | |
| G. Roundtable | K.Macdonald – Upcoming: Campus-wide duct cleaning to occur so that upon return to campus, ventilation systems will be well cleaned. Inspection of fire equipment and certifications to ensure we are up to code. Comprehensive testing of electrical systems | | |
| | K. Vargscarr No UWSA personnel other than daycare staff on site. Daycare well supported by other University entities during the pandemic. | | |

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Signature Approved by MY Jan 14, 2021 **COMMITTEE MINUTE FORM**

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| | Working on mental health support review for staff; audit on medical benefits to ensure access for all needs. Creating a resources list re: community supports that can be accessed. Focus on workload and mental health. | Action Item: K. Vargscarr to share resource list with Safety Office to seek other recommendations. | |
| H. 2021 Meeting Dates | March 10, 2021 Reports due to K. Smith: March 1 June 17, 2021 Reports due to K. Smith: June 7 September 10, 2021 Reports due to K. Smith: Sept 1 Dec 10, 2021 Reports due to K. Smith: Dec 1 | Action Item: A.Morham Reminders to be sent re: upcoming meetings and report deadlines. | Completed |
| I. Adjournment. | Move to Adjourn | Motion by: J.Golby-Borsa Seconded by: K.Vargscarr | Approved |

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