

**COMMITTEE MINUTES 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	Occupation	Present	Absent
The University of Winnipeg 515 Portage Avenue Winnipeg, MB R3B 2E9  <b>Phone:</b> Tel: 786-7811  <b>Fax:</b> Fax: 774-2935  <b>Meeting date:</b> September 16, 2022  <b>Date of next meeting:</b> December 16, 2022  <b>Number of employees at the workplace:</b> 860	Marni Yasumatsu Kyle Macdonald Erin Sywake Craig Wood	Associate Vice President – Human Resources, Co-Chair Executive Director, Infrastructure Director Financial Reporting Director of Building Services	X  X	  X X
	<b>Worker Members</b> Inga Johnson Mychasiw Jillian Golby-Borsa Natasha Tairiol Barry Hoel  Paul Holloway Christopher Brauer Katherine Breward Doug Williams Ted Turner Binara Hewagamage Trevor Day Steven Shwaykosky Mathew Ashworth	Executive Director, Student Services - CMP Administrative Manager – IUS - AESES Co-Chair, Biology Laboratory Manager – AESES Electronic Technologist – AV and Classroom Support, Centre for Academic Technology – AESES Faculty Member – UWFA (Biology) Faculty member – UWFA (THFM) Faculty member – UWFA (Business and Administration) Faculty Member – UWFA (Psychology - Alternate) UWSA (Representative) UWSA (Alternate) Lead HVAC Technician – IUOE Shift Engineer - IUOE (Alternate) PSAC	X X X  X X X X X X X X	    X X  X X  X X X
	<b>Guests (list any)</b> Kevin Smith Doug Brownridge Wade Carriere  Jennifer Trotman Tabitha Wood  Emma Hill Kepron Dean Melvie Trina Wielkopolan	Manager, Safety and Health Occupational Safety and Health Officer Manager, Security, Emergency Preparedness and Insurance  Director, Campus Living Acting Associate Dean, Faculty of Science; Bio-Safety Committee Chair; Science Lab Safety Chair Associate Dean of the Library, Acting Head of Systems Director, Recreations Facilities and Services EA, HR – Minute Taking	X X  X X  X X	   X X  X X

  

Agenda Item	Subject, Concern or Problem (See reverse for completion instructions)	Recommendation or Action To Be Taken <b>Action By (who &amp; when)</b>	Status
A. Call to Order	Meeting called to order at 10:08 a.m. *Quorum met	Chair: Marni Yasumatsu	
B. Approval of Agenda		<b>Motion by:</b> Christopher Brauer <b>Seconded by:</b> Katherine Breward	<b>Approved</b>
C. Acceptance of Minutes		<b>Motion by:</b> Christopher Brauer <b>Seconded by:</b> Inga Johnson Mychasiw	<b>Approved</b>
D. Business Arising from the Minutes	<p><a href="#">Action Items from June 17, 2022 Meeting</a></p> <p><b>Action Items:</b> Concerns about sharps all over the campus. secure bins are available throughout the campus however they are not being used, sharps are being left behind. Worthwhile to explore what other places and businesses are doing. (Kevin S)</p> <p><b>Break: 11:29 a.m.</b> <b>Meeting reconvened at 11:36 a.m.</b></p> <p><b>Action Item:</b> Renew de-escalating potentially violent situations training in 2022</p> <p><b>Action Item:</b> Safety and Health Manager drafted a letter to send to the unions- to be sent to AVP HR for</p>	<p>Corey Guest from the WPFS came to the September 16,2022 meeting and facilitated a presentation on: Needle culture in the City of Winnipeg</p> <p>Online registration should be available the Week of Sept 26<sup>th</sup> – training dates will be Oct (2022), March (2023), and May (2023) <b>(Kevin Smith)</b></p> <p>Letter with AVP HR who will review &amp; send to the Co-Chair for review &amp;</p>	<p><b>Complete</b></p> <p><b>Ongoing</b></p>

**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.

( X ) Print name of Employer Co-Chair Marni Yasumatsu ( ) Print Name of Worker Co-Chair Natasha Tairiol

Signature \_\_\_\_\_ Signature \_\_\_\_\_

Agenda Item	Subject, Concern or Problem (See reverse for completion instructions)	Recommendation or Action To Be Taken Action By (who & when)	Status
	review and approval  <b>Action Item: Safety Heroes</b> - Look at possible avenues/ criteria for nomination and celebration of Safety Heroes, to be added to the UW Safety website  <b>Action Item:</b> Submit Safety Heroes from last two quarters to Communications Bulletin  <b>Action item:</b> Review progress of this initiative at next quarter.  <b>Action Items:</b> First Aid training is currently being done on campus-next training sessions being offered are on: June 17, Sept 16, Dec 17. Kevin to put up a MACHFORM on the safety website for staff to be able to sign up in advance, there is currently a wait list.	Approval ( <b>Marni Yasumatsu</b> )  Safety Heroes is now in the Communications bulletin as well as being posted on the Safety Office homepage  All Safety Heroes have been published online  Discussion with the committee re: examine nominations and criteria for publication  The First Aid Training sign up sheet is posted in the Safety Office website- also offering de-escalating violent situations- DPVS- these would be on alternate months that first aid training is offered	Ongoing  Complete  Complete  Ongoing  Complete
<b>E. Reports</b>	1. WSH Program Report (Kevin S)  2. Incident Report (Kevin S)  3. Fire Report - Verbal (Kevin S)	This was a verbal update- copies of the Safe Work Manitoba quarterly package was printed and distributed to WSH members at the meeting  Christopher Brauer asked for stop the bleed training (Kevin Smith) Safety Office went over the report-increase in sharp incident's on campus this quarter Kevin provided a verbal update of 2 fire incident's on campus. <b>Wade Carriere will be providing Fire Reports going forward</b>	Complete  Ongoing  Complete  Complete
<b>F. Subcommittee Reports</b>	1. Biosafety Committee Report (Tabitha Wood) 2. Science Lab Safety Committee Report (Tabitha Wood)	The WSH committee meeting was running late; any questions related to the BioSafety Report and the Science Lab Safety Committee report were asked to email Tabitha Wood directly.	Complete
<b>G. Safety Heroes</b>	You can submit a nomination via Machform online on the Safety Office web page.	The safety Heroes and their deeds are circulated through the Faculty and Staff Communications Bulletin	Complete
<b>H. New Business</b>	<b>Action Items:</b> Follow up with Corey Guest and obtain resources on Needle Culture in the City of Winnipeg  Schedule a future presentation on Naloxone with Corey Guest  Confirm where there are Naloxone kits on Campus for WSH committee	Kevin Smith/ Marni Yasumatsu  Kevin Smith  Marni Yasumatsu	
<b>I. Next Meeting</b>	December 16, 2022		
<b>J. Adjournment</b>	Moved to adjourn at 12:04 p.m.	<b>Motion by: Christopher Brauer</b> <b>Seconded by: Trevor Day</b>	Approved

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Signature \_\_\_\_\_ Signature \_\_\_\_\_

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Within 7 days, copy to: ❶ Committee members; ❷ Committee files; ❸ [UW Safety Website](#); ❹ Post on S&H Bulletin Board