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 Work		Occupation		Present	Absent
The University of Winnings	Marni Yasumatsu	Associate Vice President – Human Resources, Co-Chair(X)		X X	
The University of Winnipeg	Kyle Macdonald	Executive Director, Infrastructure Director Financial Reporting			
515 Portage Avenue Winnipeg, MB R3B 2E9	Erin Sywake Craig Wood	Director of Buildin		X X	
Willingey, MB K3B 2E9	Craig Wood	Director of Buildin	ng Services	Λ	
Phone: Tel: 786-7811	Worker Members				
	Inga Johnson Mychasiw		or, Student Services - CMP	X	
Fax: Fax: 774-2935	Jillian Golby-Borsa		anager – IUS - AESES	Х	
	Natasha Taiarol		y Laboratory Manager – AESES	Х	
Meeting date:	Mick Sidhu		ologist, Centre for Academic Technology	Х	
June 16, 2023	5 "	- AESES	LUA/EA (D: L)		
,	Paul Holloway		- UWFA (Biology)	V	X
Date of next meeting:	Christopher Brauer Katherine Breward		- UWFA (Theatre & Film -THFM)	Х	l x
September 15, 2023			UWFA (Business and Administration)	Х	X
	Doug Williams Beata Biernacka		- UWFA (Psychology - Alternate)	X	
Number of employees at the workplace	ce: Ted Turner	UWSA (Represe	UWFA (Alternate)	۸	X
948	Binara Hewagamage	UWSA (Alternate			l x
	Trevor Day	Lead HVAC Tech			l x
LINAUT A. I. Indiana de la SAMON de la Caracteria	Steven Shwaykosky	Shift Engineer - I			l x
UWFA- University of Winnipeg Faculty	Ted Klassen	PSAC	OOL (Alternate)		l x
Association	Cuesta (liet env)	TOAC			^
AESES - Association of Employees Sup	porting Kevin Smith	Manager, Safety	and Health	Х	
Education Services	Doug Brownridge			X	
THFM-Theatre and Film Dept	Wade Carriere	Occupational Safety and Health Officer Director, Security and Risk Management		Χ	Х
CMP- Confidential Managerial and					
Professional	Jennifer Trotman	Director, Campus Living		X	
IUOE- International Union of Operating	Tabitha Wood	Acting Associate Dean, Faculty of Science; Bio-Safety		Χ	
Engineers	- USA /	Committee Chair; Science Lab Safety Chair		, , , , , , , , , , , , , , , , , , ,	
PSAC-Public Service Alliance of Canada	a Emma Hill Kepron Dean Melvie	Associate Dean of the Library, Acting Head of Systems Director, Recreations Facilities and Services		Х	X
IUS-Institute of Urban Studies	Trina Wielkopolan	EA, HR – Minute Taking		X	
	Tima Wichopolan	L. C. T. IVIII UCC	- and rig	,	
Agenda Item	Subject Concern or Proble		Recommendation or Action To Be	r., ^	tatus

Agenda Item	Subject, Concern or Problem (See reverse for completion instructions)	Recommendation or Action To Be Taken Action By (who & when)	Status
A. Call to Order	Meeting called to order at 10:03 a.m. *Quorum met This will be Marni's last WSH meeting, an interim AVP of HR will be appointed and hopefully a replacement will be in place for the September WSH Meeting. The WSH committee thanks Marni for her service as cochair of the committee.	Chair: Marni Yasumatsu	
	Introduction and Welcome to new committee Members- Mick Sidhu & Beata Biernacka		
B. Approval of Agenda		Motion by: Christopher Brauer Seconded by: Mick Sidhu	Approved
C. Acceptance of Minutes	For Review: March 17, 2023	Motion by: Doug Williams Seconded by: Kyle Macdonald	Approved
D. Business Arising from the Minutes	Action Items: Kevin Smith has been in contact with staff that are interested in becoming a trainer for DPVS-staff will do a 2- day training course to learn adult training techniques and delivery methods. This will be done in early April. Please look in the bulletins for the finalized training sessions in April.	Kevin arranged for a train the trainer session. There were 4 different staff members that were trained from various strategic areas that will support Kevin.	Complete

Co-Chairpersons' Signatures	Please indicate b	y (X) in the brackets	below who chaire	d this meeting.
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BOTH management and worker co-chairs <u>must sign each page</u> 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.
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(X) Print name of Employer Co-Chair Marni Yasumatsu	() Print Name of Worker Co-Chair	Natasha Taiarol
Signature Myslums on .	() Print Name of Worker Co-Chair Signature . Taiarof	
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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
	Action Items: Opioid Training Sessions have been scheduled for March 31, April 14, and May 5 th over the lunch hour. Those who participate in the course will receive a kit following the training session. Sign up is available online through the safety office website.	Number of sessions with great attendance. Discussions ongoing related to security staff carrying Narcan kits while working. This is with Executive right now.	Complete
	Action Item: Smoking on Campus-Craig Wood Craig is looking for suggestions on how to enforce the University Smoking Policy	Ashtrays have been moved to strategic areas throughout the campus. Conversations have been had with faculty and staff about smoking to a designated area when smoking on University property. Signage in various areas on campus.	Complete
	Action Item: Campus Awareness Committee	Jino was unable to attend the meeting- will come to the September meeting to provide some insight on the committee's TOR and provide updates on security improvements on campus	Ongoing
E. Reports	WSH Program Report (Kevin S) All committee members have access to Campus Optics. Incident & Fire Report (Kevin S) First fire in Richardson College a researcher used the	This is a different report. Using Campus Optics. The pins in the map provide a visual representation as to what is going on around campus. Syringes is the strongest trend of issues on campus.	
	extinguisher and it was an extensive cleanup due to reside. Hope to have a fire drill over the summer when there is low occupancy. Exhaust fumes –Library (Biomass)	Action Items: Is there a summary of how many syringes were found this quarter as opposed to last quarter? Kevin to provide a chart for comparison (Kevin)	Ongoing
	Security Report (Wade C)	Fire warden training is happening on June 21st, and one more later in the summer for Facilities and Recreation Services. There is a demand for it on campus. Fall training	Complete
	Action Items: Break-in at the Rice building on the 2 nd Floor. Was not reported in this quarter's security report.	Action item: Security Report (Fall 2023) by Wade to cover Rice break-in.	Ongoing
	4.Building Inspection Report (Doug B)		
	A couple of inspections were missed due to resources in the safety office, but will be back on track for next quarter. CB did the inspection for THFM.	Action item: Campus Optics tutorial (Doug B)	Ongoing
F. Subcommittee Reports	Biosafety Committee Report (Tabitha Wood) The federal (PHAC) report has been filed re: the inspection and the non-compliance items. This is now complete.		Complete
	Science Lab Safety Committee Report (Tabitha Wood) (refer to SLSSC minutes for report)		
G. New Business	Action Items: Building Security: Automatic Doors/Door propping- creating opportunities for non-students/faculty (Wade)	Email to Communications to add signage around the university related to safety on campus. Notice in the newsletter reminding people to make sure door are closed or that they are not being followed in to the building Request for a signage campaign reminding people to close doors behind them and not to prop the doors open. (Marni)	Ongoing

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

 $\textbf{BOTH} \ \text{management and worker co-chairs} \ \underline{\text{must sign}} \ \underline{\text{each page}} \ \text{of the minutes when they agree that the minutes are complete and accurate}.$

 $\textbf{If} \ \text{one, or both co-chairs} \ \underline{\text{do not agree}} \ \text{with the minute record, please attach concerns on a separate page}.$

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 Taiarol
Signature Myslums on.	Signature M. Taiarol	
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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
	Signage for vehicles (valuables) in parking lots CB- gratitude to DPSC -THFM have contacted them on a couple of occasions	Action item: NT to follow up. Linda Harrison has been invited to attend a future WSH meeting to give a workplace mental health update (e.g. upcoming education or other events and initiatives) and to provide information on lost time incidents. Mental Health First Aid training- very positive and great seminar. Next session will be held Aug 14 & 15. Please refer to the UW events page for registration.	Ongoing
H. Next Meeting	September 15, 2023	Guest speakers: Jino (Campus Awareness Committee) Linda Harrison- TBA	
I. Adjournment	Moved to adjourn at 10:42 a.m.	Motion by: Christopher Brauer Seconded by: Jillian Golby-Borsa	Approved

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	Marni Yasumatsu	() Print Name of Worker Co-Chair	Natasha Taiarol
Signature Myslumas on .		Signature M. Taiarol	
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