

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	Gina Schiak	Acting Associate Vice President – Human Resources	X		
	Kyle Macdonald	Executive Director, Infrastructure	X		
	Erin Sywake	Director Financial Reporting	X		
	Craig Wood	Director of Building Services		X	
Phone: Tel: 786-7811 Fax: Fax: 774-2935 Meeting date: September 15, 2023 Date of next meeting: December 15, 2023 Number of employees at the workplace: 948 AESES- Association of Employees Supporting Education Services CMP- Confidential Managerial and Professional IUS-Institute of Urban Studies IUOE-International Union of Operating Engineers PSAC-Public Service Alliance of Canada THFM-Theatre and Film Dept UWFA-University of Winnipeg Faculty Association	Worker Members				
	Inga Johnson Mychasiw	Executive Director, Student Services - CMP	X		
	Jillian Golby-Borsa	Administrative Manager – IUS - AESES		X	
	Natasha Tairorl	Co-Chair, Biology Laboratory Manager – AESES	X		
	Mick Sidhu	Electronic Technologist, Centre for Academic Technology – AESES		X	
	Paul Holloway	Faculty Member – UWFA (Biology)		X	
	Christopher Brauer	Faculty member – UWFA (Theatre & Film -THFM)	X		
	Katherine Breward	Faculty member – UWFA (Business and Administration)	X		
	Doug Williams	Faculty Member – UWFA (Psychology - Alternate)	X		
	Beata Biernacka	Faculty Member- UWFA (Alternate)		X	
	Ted Turner	UWSA (Representative)	X		
Binara Hewagamage	UWSA (Alternate)		X		
Trevor Day	Lead HVAC Technician – IUOE	X			
Vacant	Shift Engineer - IUOE (Alternate)				
Ted Klassen	PSAC	X			
Guests (list any) Kevin Smith Doug Brownridge Wade Carriere Jennifer Trotman Tabitha Wood Emma Hill Kepron Dean Melvie Trina Wielkopolan	Guests (list any)				
	Kevin Smith	Manager, Safety and Health	X		
	Doug Brownridge	Occupational Safety and Health Officer		X	
	Wade Carriere	Director, Security and Risk Management	X		
	Jennifer Trotman	Director, Campus Living	X		
	Tabitha Wood	Acting Associate Dean, Faculty of Science; Bio-Safety Committee Chair; Science Lab Safety Chair	X		
	Emma Hill Kepron	Associate Dean of the Library, Acting Head of Systems	X		
	Dean Melvie	Director, Recreations Facilities and Services	X		
	Trina Wielkopolan	EA, HR – Minute Taking	X		

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 10:12 a.m. *Quorum met Meeting was opened with Jino Distasio discussing the Campus Awareness Committee	Chair: Natasha	
B. Approval of Agenda		Motion by: Christopher Brauer Seconded by: Doug Williams	Approved
C. Acceptance of Minutes	For Review: June 16, 2023	Motion by: Erin Sywake Seconded by: Katherine Breward	Approved
D. Business Arising from the Minutes	Action Item: Campus Awareness Committee	Jino Distasio addressed the new committee, its mandate. The group has met twice so far and there is a pending meeting. The Dean of Arts also has formed a group so they will re-evaluate to ensure one group is formed to address safety on campus and address security related issues on campus. There have been a lot of enhancements to security since the campus shut down in 2019 with the pandemic. The Campus Awareness Committee is more of an advisory committee. The committee thanks Jino for coming to the meeting.	Complete

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 Gina Schiak () Print Name of Worker Co-Chair Natasha Tairorl

Signature *Gina Schiak* Signature *N. Tairorl*

Agenda Item	Subject, Concern or Problem (See reverse for completion instructions)	Recommendation or Action To Be Taken Action By (who & when)	Status
	<p>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)</p>	This has been tabled to the next WSH meeting	Ongoing
E. Reports	<p>1. WSH Program Report (Kevin S)</p> <p>2. Incident & Fire Report (Kevin S)</p> <p>3. Security Report (Wade C)</p> <p>4. Building Inspection Report (Doug B)</p>	<p>Kevin provided a tutorial on Campus Optics briefly, showing where the "hot spots" are for incidents on campus.</p> <p>Meeting with Financial Services and HVAC on September 27th to discuss air quality issues in the Rice Building. Will disseminate it at the next meeting.</p> <p>Action item: Security Report (Fall 2023) by Wade to cover Rice break-in. Wade discussed the incident. Kyle noted that facilities is working with security to add motion sensors behind the Rice building.</p> <p>When the new locking system is ready, if there is ever a need for a campus lockdown, all doors will lock with the push of a button.</p> <p>Security staff are now carrying Narcan Kits.</p> <p>Tyler Nahorny; The New Manager of Emergency Preparedness and Response is starting next week.</p> <p>CERT training happened this week (Campus Emergency Response Training) The members act as a backup behind emergency first response. High Level First Aid. Will help with triage. Another layer of assistance to security on campus. U of W is the first post-secondary in Canada to have this on campus. 13 people attended.</p> <p>Committee members inquired about Fire Warden Training. More volunteers are needed, Wade to put out communication and set up training sessions.</p> <p>Discussion brought up by Kevin Smith on the importance of committee members attending inspections as part of their duties as a WSH Committee Member. Some suggestions were made on how to schedule inspections for committee members- maybe using a doodle poll or a machform sign up so when a date and location is taken, it will be removed from the list, this will make it easier for committee members to coordinate inspections based on their availability.</p>	<p>Complete</p> <p>Ongoing</p> <p>Ongoing</p> <p>Complete</p> <p>Ongoing</p> <p>New-update Complete</p> <p>Ongoing</p> <p>Ongoing</p>

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Signature Gina Schiak Signature N. Taiarol

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F. Subcommittee Reports	1. Biosafety Committee Report (Tabitha Wood) 2. Science Lab Safety Committee Report (Tabitha Wood)	Refer to report. Refer to report.	Complete Complete
G. New Business	<p>Action Items: Town Hall on September 28th</p> <p>Action Items: Building Security: Automatic Doors/Door propping- creating opportunities for non-students/faculty (Wade)</p> <p>Email to Communications to add signage around the university related to safety on campus. Notice in the newsletter reminding people to make sure doors 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)</p> <p>Signage for vehicles (valuables) in parking lots</p> <p>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.</p>	<p>Kyle MacDonald noted that tailgating on campus is common. Security has increased on campus, and if doors are open too long, it will notify security.</p> <p>Action item: NT to follow up. There is signage in the Rice parkade to not leave valuables in vehicles. Wade noted that most of the car break ins are due to individuals leaving valuables in their vehicles. Relayed in Fall communication.</p> <p>Putting signs on door is against code- it also needs to comply with AMA. There is an upcoming security campaign- if you see it, say it. It's all about messaging. There is an ongoing marketing strategy for security.</p> <p>Gina Schiak spoke on behalf of the Employee Health and Wellness Specialist Mental Health training was cancelled due to low participation. Working with Communications to highlight some of the upcoming training sessions. Mental health training to be done with peer tutors. The next upcoming health and wellness workshop is called: Working Minds- it reduces the stigma around mental health, helps identify mental health, mental health rights and responsibilities. Working on a plan on how to roll that out with the University staff and faculty. In terms of Workplace injuries. There were 4 incidents that resulted in 33 days missed days.</p>	Ongoing Complete Ongoing Ongoing Complete
H. Next Meeting	December 15, 2023	Lunch to be provided	
I. Adjournment	Moved to adjourn at 11:04 a.m.		Approved

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