lanitoba

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 A | Address of Workplace | Employer Members Carrie Homeniuk | Occupation Associate Vice President – Human Reso | Irces | Present X | Absent |
|--|---|---|---|---|---|---------------------------------|
| The University of W 515 Portage Avenu Winnipeg, MB R3B | ie | Kyle Macdonald Caroline Crawford Craig Wood | Executive Director, Infrastructure Director Budgets Director of Building Services | 1065 | X X X | |
| Phone: Tel: 786-7 Fax: Fax: 774-2933 Meeting date: March 14, 2025 Date of next meeting: March 14, 2025 Number of employees 948 AESES- Association of Education Services CMP- Confidential Man Professional IUS-Institute of Urban S IUOE-International Unio Engineers PSAC-Public Service A THFM-Theatre and Film UWFA-University of Wit Association | 5 s at the workplace: Employees Supporting agerial and Studies on of Operating Iliance of Canada n Dept | Worker Members Inga Johnson Mychasiw Jillian Golby-Borsa Natasha Taiarol Mick Sidhu Paul Holloway Adam Parboosingh Katherine Breward Doug Williams Beata Biernacka Ted Turner Binara Hewagamage Trevor Day Patrick Coutu Sondos Shabayek Guests (list any) Kevin Smith Geetika Bassi Jennifer Trotman Tabitha Wood Emma Hill Kepron Dean Melvie Trina Wielkopolan | Executive Director, Student Services - CM Administrative Manager – IUS - AESES Co-Chair, Biology Laboratory Manager – Electronic Technologist, Centre for Acade - AESES Faculty Member – UWFA (Biology) Faculty member – UWFA (Biology) Faculty member – UWFA (Business and Faculty Member – UWFA (Business and Faculty Member – UWFA (Business and Faculty Member – UWFA (Alternate) UWSA (Representative) UWSA (Representative) UWSA (Alternate) Lead HVAC Technician – IUOE Building Maintenance Engineer - IUOE (A PSAC Manager, Safety and Health Laboratory and Research Safety and Hea Director, Campus Living Acting Associate Dean, Faculty of Sci Committee Chair; Science Lab Safety Ch Associate Dean of the Library, Acting Hea Director, Recreations Facilities and Servic EA, HR – Minute Taking | AESES emic Technology -THFM) Administration) Aternate) Alternate) ence; Bio-Safety air ad of Systems | x x x x x x x x x x x x x x x | x x x x x x x |
| Agenda Item | | Subject, Concern o (See reverse for completion | | Recommend Action To Be Ta Action By (w | iken | Status |
| A. Call to Order | Meeting called to ord *Quorum met | Meeting called to order at 10:04 a.m. Chair: Natasha Ta | | | | |
| B. Approval of Agenda | | | Motion by: Do Seconded by: | | Approved | |
| C. Acceptance of Minutes | 2 | | Motion by: Do Seconded by: Katherine | | Approved | |
| D. Business Arising from the Minutes | | edures between sub commi al is concerned. (Craig) | ttees where waste disposal | Some potentially biohazardous wa thrown out, so fa looked through th training procedur all facilities staff complete WHMIS by April 30 th . Cra spoken to Geetik they will coordina safety training fo Dexterra and fac staff. Bio safety th | Iste was cilities heir res, and must S training aig has a, and ate lab r some ilities | In progress |

<u>Co-Chairpersons' Signatures</u> 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.

| (X) Print name of Employer Co-Chair | Carrie Homeniuk | () Print Name of Worker Co-Chair | Natasha Taiarol |
|-------------------------------------|-----------------|-----------------------------------|-----------------|
| Signature | | Signature | |
| Committee Minute Form | | PAGE 1 OF 4 | |

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|-------------|--|--|-------------------------|
| | | will also be offered to some service workers. | |
| | HR is developing new orientation tools for managers and new employees. These should be rolled out in early Spring. (Request from committee members to include Deans and Chairs when the materials are sent out) and in this package, there will be material that relates to Workplace Safety and Health, and conflict management. It will include details on what are the responsibilities as managers on various WSH items. | Hoping to be distributing before the summer. Carrie Homeniuk | In progress |
| | Safety Policies: Action Items: The Package was emailed to the WSH Committee on Jan 27/25. Revisions were sent to the Sr. Policy Analyst for final reviews. | | Complete In progress |
| | TOR provided to committee for review (March 14, 2025) | | |
| | Carrie- TOR has been distributed. An email will go out to committee members asking to provide any comments/feedback with a due date; also, | TOR Assigned to WPSH Committee Due: before June 6, 2025 | |
| | Please nominate your co-chair or if you have been a member on the committee and wish to nominate someone or volunteer for another term, please send an email to Carrie. | Vote for co-chair by date May 23rd | |
| E. Reports | WSH Program Report (Kevin S) Incident Report (Kevin S) Fire Report (Kevin S) Building Inspection Report (Kevin Smith) | Kevin provided a PP presentation to committee members. Some updates include: | WIP |
| | The expansion of the WSH Program over the years, several committees that are functioning according to their work level. More workers are getting involved in WSH programming, and more people are educated as to what constitutes workplace safety and health. Having constant discussion points of the absence or presence of safety on campus. | Incidents- 43 Inspections- 113 (including AED, lab, general area, ventilated Lab Bench, and Radioactive survey meters) | |
| | Fire events on campus- one of the most significant threats to campus. Most of the events in the PP are false alarms, it shows that the alarms are working, the Fire Wardens are doing their jobs by evacuating, some faculty & staff are not going to their muster points, so safety office will be working with facilities to put a program in place to address some of those deficits, and to do some fire extinguisher training, and fire blankets. | Basic First Aid- 36 trained this quarter Fire Warden Training-5 | |
| | There is signage around campus for muster points- facilities has asked that muster points to added to the safe app. | Trained this quarter. Update Safe App; add muster points. | WIP |
| | There is a link on the safety page where you can click, and it will provide you with a map of all AED's on campus where you work or study. (Walk to shock- 3 minutes) Campus Optics requires multi-factor authentication. | | |
| | * A student cut herself while performing an experiment in a chemistry lab. | | |
| | We need to do a better job at informing people what constitutes a serious incident. What procedures we follow. Scene needs to be preserved for investigation. Including leaving the blood where it is. Determine what the cause was, and response after contact. Are there things that we do according to training? | All relevant info in SWP? | WIP |
| | When first aid is required, contact security to help. | | |
| | If the incident requires a trip to the hospital, contact 911 and let an ambulance come. If a student is not of legal age, the guardians should be contacted. Adults have the right to refuse service. How can we address the situation if 911 is called, and the ambulance comes, and a student refuses the ambulance. | Students aware to pay for ambulance? Ensure emergency contacts are available. | |
| | Emergency contact signage for worksites (labs) in distribution through the safety office. | | |
| | | | |

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| Signature COMMITTEE MINUTE FORM | _Signature PAGE 2 OF 4 | |

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| | Action Items: Recommendation for instructors to have first aid training. | | |
| | Mental Health First Aid- there are not any upcoming training sessions, however if you or someone you know is interested in the training, please go to the wellbeing webpage and fill out the form to be added to the waitlist. Once there is a session scheduled, you will be contacted. <u>Mental Health First Aid Human Resources The University of Winnipeg</u> | | |
| | | | |
| F. Subcommittee | 1. Biosafety Committee Report (Tabitha Wood) | Committees met last | |
| Reports | | quarter. please refer to reports for updates. | |
| | Science Lab Safety Committee Report (Tabitha Wood) Decommissioning and lab inspections were discussed. | | |
| G. New Business | Security Reporting (Carrie) | | |
| | lan and Carrie met to discuss security vs. safety. Security is part of safety; however, they have their own responsibilities that don't' necessarily align with what our committee meets and discusses related to workplace safety. For the next little while, we will monitor and see if lan/Josh not attending the WSH committee meetings is working. If there are security concerns, please bring those concerns to Carrie or Kevin, and they will address them with lan and can be discussed at the next committee meeting. Security is our service provider on campus, we will engage with them in that way. Action Item: Can any security issues related to students still be reported at the meetings? | | |
| | Ceremonial use of sacred medicines (Natasha) Action Item: Can an email go out a day prior to smudging to let faculty/staff know that there will be a ceremonial smudging in case there are staff/faculty/students who has sensitivity, so they can make alternative arrangements. Smudging is allowed anywhere on campus- 48hrs notice is needed when smudging is going to take place, some places only require 24hrs notice on campus. | Craig to Follow up with events to ensure smudging is listed on the external events calendar when smudging is taking place. | |
| | Student Services, as well as faculty and staff in RCFE have had some sensitivity caused by the smudging. When students are affected by the smudging, it becomes an accommodation issue. Students have sensitivity and become ill, we need to address both, students becoming ill as well as being respectful to ceremonies taking place on campus. | | |
| | CERT training (Kevin) | | |
| | This was an initiative that was brought forward by the previous security manager, CERT Training has been discontinued for the interim, this may resume in the future. | | |

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| | Safety training website for first aid training (Natasha) | This will be put on the Safety Landing page. | |
| H. Next Meeting | June 6, 2025 | | |
| I. Adjournment | Moved to adjourn at 11:38 a.m. | | Approved |

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