

**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> June 11, 2024  <b>Date of next meeting:</b> September 20, 2024  <b>Number of employees at the workplace:</b> 948  <b>AESES-</b> Association of Employees Supporting Education Services  <b>CMP-</b> Confidential Managerial and Professional  <b>IUS-</b> Institute of Urban Studies  <b>IUOE-</b> International Union of Operating Engineers  <b>PSAC-</b> Public Service Alliance of Canada  <b>THFM-</b> Theatre and Film Dept  <b>UWFA-</b> University of Winnipeg Faculty Association	Carrie Homeniuk Kyle Macdonald Caroline Crawford Craig Wood	Associate Vice President – Human Resources Executive Director, Infrastructure Director Budgets Director of Building Services	X X X X	
	<b>Worker Members</b> Inga Johnson Mychasiw Jillian Golby-Borsa Natasha Taiarol Mick Sidhu  Paul Holloway Christopher Brauer Katherine Breward Doug Williams Beata Biernacka Ted Turner Binara Hewagamage Trevor Day Patrick Coutu Sondos Shabayek	Executive Director, Student Services - CMP Administrative Manager – IUS - AESES Co-Chair, Biology Laboratory Manager – AESES Electronic Technologist, Centre for Academic Technology – AESES  Faculty Member – UWFA (Biology) Faculty member – UWFA (Theatre & Film -THFM) Faculty member – UWFA (Business and Administration) Faculty Member – UWFA (Psychology - Alternate) Faculty Member- UWFA (Alternate) UWSA (Representative) UWSA (Alternate) Lead HVAC Technician – IUOE Building Maintenance Engineer - IUOE (Alternate) PSAC	X X X X  X X X 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 Geetika Bassi Ian Steggles  Jennifer Trotman Tabitha Wood  Emma Hill Kepron Dean Melvie Trina Wielkopolan Josh Todd	Manager, Safety and Health Laboratory and Research Safety and Health Officer Director, Security and Risk Management  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 Acting Security Manager, Security Services	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 Action By (who & when)	Status
<b>A. Call to Order</b>	Meeting called to order at 10:02 a.m. *Quorum met	Chair: Carrie Homeniuk	
<b>B. Approval of Agenda</b>		<b>Motion by:</b> Christopher Brauer <b>Seconded by:</b> Doug Williams	<b>Approved</b>
<b>C. Acceptance of Minutes</b>	For Review: March 15, 2024	<b>Motion by:</b> Doug Williams <b>Seconded by:</b> Inga Johnson Mychasiw	<b>Approved</b>
<b>D. Business Arising from the Minutes</b>	<p><b>Action Item:</b> Elevators were down in RecPlex. Are there standards for how quickly they need to be fixed?</p> <p><b>Action Item:</b> Q: Is there a way to communicate with students what security guards will do to protect students/staff- there is a perception with students that security will intervene in a risky situation. Security will restrain an individual until the police arrive. It is up to the individual guard if they want to step in when there is an altercation.</p>	Kyle to respond  West End Biz are still doing foot patrols and they will increase their patrols on campus in the next couple of months.	Ongoing  (see next page)

**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 Carrie Homeniuk ( ) Print Name of Worker Co-Chair Natasha Taiarol

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

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	<p><b>Josh:</b> during orientation, we tell Students what securities role is on campus, but in regard to sharing that information and making it more accessible, it would have to be discussed with the Director of Security and Risk Management.</p> <p><b>Inga:</b> we are re-recording a segment of our orientation videos for students and can update the security messaging and that will help get the message to students.</p> <p><b>Action item:</b> NT: can a 3-hour before and a 30-minute reminder be sent to members before the inspections, so committee members are not late.</p> <p><b>Action item:</b> In case of emergency-if you call from your office line- do you need to dial (8) before calling 9-1-1- is there any way we can get a notice in the communication bulletin or on our website what procedures to take when there are various emergencies.</p> <p><b>Action item:</b> Update on Green Corridor- related to safety issues in the evening.</p> <p><b>Action Item:</b> 1) Letter from faculty member- concerns about COVID</p>	<p>When an incident occurs on campus, communication is notified, and it gets posted on the Universities website. If it's a serious incident involving someone on campus, a notification will go out through the safe app. <b>Josh to bring this forward to Ian for action.</b></p> <p>For the June inspections, a 15-minute reminder was provided, will increase to 30-min. <b>Trina will complete for September inspections</b></p> <p>Carrie and Trina to add this to communications and update emergency contract procedures on the website.</p> <p>Cameras have been restored in the area- there are videos from both feeds now available. Reduction in incidents this last quarter- and its being patrolled regularly. The cameras are audited on a weekly basis.</p> <p>Carrie drafted and sent a letter stating the University is complying with all provincial mandates. HR has not had a response from the faculty members, no follow up required.</p>	<p>Ongoing</p> <p>Complete</p> <p>Work in Progress</p> <p>Complete</p> <p>Complete</p>
E. Reports	<p>1. WSH Program Report (Kevin S)</p> <ul style="list-style-type: none"> <li>Nick Yee was our intern from RRCC who did some training for supervisors in the facilities area on atmospheric monitoring, using 4-way gas detection equipment to support our confined spaces program.</li> <li>New staff member Geetika Bassi for the Health and Safety Office.</li> </ul>		

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	<ul style="list-style-type: none"> <li>• Sharpies uptake since last quarter- more uptake once the snow melts.</li> <li>• The Safety Office is at 91% closure rate of issues reported to the safety office- 260 items resolved, 26 still open.</li> <li>• No fire warden training conducted over the last quarter- staff shortage.</li> </ul> <ul style="list-style-type: none"> <li>• 13 participants registered for first aid training on June 14</li> <li>• KS commented on subcommittees; better participation and engagement</li> <li>• Record first-aid training certifications (noted as legislative training)</li> <li>• Student Services would like further training when doing inspections to identify safety and report valid safety and health concerns.</li> <li>• KS commented on subcommittees; better participation and engagement</li> </ul> <ul style="list-style-type: none"> <li>• Senior committee members conducting inspections without needing assistance* *CB recommended compilation of list of senior people to assist.</li> </ul> <p>2. <b>Lost time</b></p> <p>3. <b>Incident &amp; Fire Report (Kevin S)</b></p> <p>4. <b>Security Report (Ian Steggles)</b></p> <p>5. <b>Building Inspection Report (Kevin S)</b></p>	<p>Fire warden training update at next WSH Meeting in September (Josh/Ian)</p> <p>Kevin to compile list</p>	<p>Ongoing</p> <p>Ongoing</p>
<b>F. Subcommittee Reports</b>	<p>1. Biosafety Committee Report (Tabitha Wood)</p> <p>2. Science Lab Safety Committee Report (Tabitha Wood)</p>	<p>Please refer to reports</p> <p>Please refer to reports</p>	
<b>G. New Business</b>	<p>1) Encampment- Kevin has been trying to do inspections with security- monitoring it daily as they have been denied access to the encampment.</p> <p>2) Committee discusses internal responsibility system and meeting minutes submission deadlines- posting Workplace Safety and Health Meeting dates online so that staff can raise issues for upcoming meetings. Action Items to be completed within 2 weeks.</p> <p>3) Requested WPSH tentative meeting dates be posted on UW website in advance.</p>	<p>No Follow-up</p> <p>KS noted 7 days. Committee agreed to 14 days as per standard(?).</p>	<p>Complete</p> <p>Ongoing</p>

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H. Next Meeting	September 20, 2024		
I. Adjournment	Moved to adjourn at 10:49 a.m.	<b>Motion by:</b> Inga Johnson Mychasiw <b>Seconded by:</b> Christopher Brauer	<b>Approved</b>

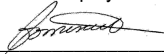
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