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MINUTES

SAFETY COMMITTEE

Department of Theatre

December 18, 1984

cc.

R. A. Grant - Director - Employee Relations (2)
Dr. John Brockington - Head - Department of Theatre
A.U.C.E. Local 1
Ian Pratt
Sherry Darcus
Michael McGee
Don Griffiths
John Henrickson
Rosemarie Heselton
Robert Eberle
Carol Fisher
Don Davis

Minutes of the Safety Committee - Department of Theatre

December 18, 1984 - 1:15 pm

Persons present at the meeting were:

Don Griffiths
Ian Pratt
Bob Eberle
Carol Fisher
John Henrickson
Sherry Darcus
Michael McGee
Rosemarie Heselton
Don S. Davis

- Carol Fisher read the minutes from the UBC Safety Programme meeting which was held Monday, November 26, 1984 at 2:00 pm. The contents of what she read were as follows:

"Mr. R.A. Grant called a meeting "to review...the University's philosophy toward safety..." Each committee was to be represented by the Chairperson and/or the appointed Secretary. Ian was not able to attend. I did go and took notes. The meeting was generally discussion but Mr. Grant only wanted to cover three points and answer questions. So this is my report which includes the main things we ought to be aware of.

Three Main Points Covered

1. The role of the supervisor (management) and who "management" is.
2. The role of the committee.
3. Section 4 and Section 6 of the W.C.B. Handbook.

The role of management. - Management is responsible for safety performance. They are responsible for safe working and health conditions. Management is the University ie; from the president on down to the department head. After that it seemed to get cloudy because sometimes faculty are employees and yet employer because they are "university". It is clear that union employees are employees.

The role of the committee - The committee is to ensure that things happen. They inspect and recommend and "push for" things to happen.

Section 4 and Section 6 of the WCB Handbook

Please see attached photocopies of these sections.

The items that were especially discussed were:

4.02 (5) (b)	6.02
(e)	6.04 (1) (a)
(h)	(b)
4.04 (1) (c)	(c)
4.06	
4.06 (2) (a)	
(d)	

Some points that came up during the meeting that were especially notable.

- . We as a committee are not responsible for the safety performance of the university.
- . We do not allow hazardous conditions to continue because someone says "we don't have the money." We pursue it up through the ranks to the president if need be. If he says 'no' then R.A. Grant "goes to bat" for the situation.
- . 75% of accidents on campus are caused by unsafe acts, not unsafe conditions.
- . We are required to have a meeting "not less than once a month." (see the WCB Handbook).

Question: What happens if we don't have a meeting and submit minutes each month?

Answer: The University is fined \$1500 by WCB and R.A. Grant is tending to recommend that the money come out of the operating budget of the offending department.

- . If the Chairman of the safety committee is the 'employer' the secretary must be an 'employee' and visa versa. The committee should be balanced.

Other points.

- . Pat Burns of the WCB is very helpful regarding hazardous materials.
- . Seminars and training regarding acting safely are encouraged.
- . There is an insurance policy for students who are conducting hazardous 'experiments'.
- . There is a University book called GUIDELINES FOR PERSONNEL ADMINISTRATION with a section helpful to the purposes of the safety committee.

End of report by Carol Fisher

- Robert Eberle moved that the report be accepted. The motion was carried.
- There was a lot of discussion regarding the report. Some questions were answered and some need further clarification.
- Robert Eberle reported on the First Aid Course being offered Tuesday, Jan. 22 from 12:30 - 4:30. We need to know the number of persons attending by Jan. 8.
- Ian Pratt moved that the Safety Committee inform the Department Head that a First Aid Short Course is arranged. Attendees will pay \$3 each but we request that the department pay \$25 for the instructors assistant and allow staff the time to attend. Don Griffiths seconded the motion. It was carried.
- Don Griffiths will inquire into other seminars the University seems to be encouraging to see if any would be worthwhile to our department.
- Don Griffiths moved that the meeting be adjourned. Motion was carried at 2:10 pm