

THE UNIVERSITY OF BRITISH COLUMBIA | OKANAGAN

University Health and Safety Committee

Voting Members Agenda

Friday, Jun 24, 2016 @ 2:00-3:30, ADM006A

Campbell, Troy	(M & P)	Campus Security
Gibb, Marty	(M & P)	Facilities Management
Guenard, Chris	(M & P)	University Relations
Guttman, Guy	(M & P)	Conferences and Student Housing
Wilson, Roger	(M & P)	Health & Wellness
Hohl, Shannon	(BCGEU)	Faculty of Engineering
Majeran, Michelle	(BCGEU)	Student Recruitment and Advising
Robinson, Ashlee	(BCGEU)	Barber School of Arts & Sciences
Ma, Jace	(BCGEU)	Housing and Hospitality Services
Johnson, Rob	(UBCFA)	Athletics and Recreation
Naser, Bahman	(UBCFA)	School of Engineering
De Burgos, Hugo	(UBCFA)	Barber School of Arts & Sciences
Wagner, John	(UBCFA)	Barber School of Arts & Sciences
TBD	(Student)	Student Representation

Ex-officio Members

Tracey Hawthorn, WRAP Co-ordinator

Mike McGinty, Associate Director, Risk Management and Security Services

Jason McLeod, Risk Management Services

Cherie Michels, Risk Management Services

Recorder:

N Ingram

Chair: Rob Johnson

1. Call to order and determination of quorum

2. Approval of Agenda

Guenard/Hohl.

3. Approval of Minutes

To approve of minutes for May 27, 2016 meeting.

Campbell/Gibb.

4. Old Business

4.1 Update on smoking gazebo removal

N Ingram

- Work to begin this weekend (Jun 25th-26th)
 - Wooden gazebo demolished
- Work will finish next weekend (Jul 1st-2nd) or possibly sooner
 - Steel gazebo moved to ADM
- Communications:
 - Exchange is out: <https://news.ok.ubc.ca/exchange/2016/06/13/smoking-gazebo-changes>
 - Similar piece out in Health & Wellness newsletter
 - Another notification will go out on CORM website pending Shelley's approval
 - University Relations has created signage and signs are at gazebos now
 - Facilities recommended 2 temporary signs, one for each affected gazebo

- Facilities also recommended 1 semi-permanent sign to remain up until September – in draft
 - H&W also working on news bulletin on smoking cessation, to be distributed early next week
- 4.2 Update on Sterling IAQ report: work contracted to Inland Technical M Gibb
 - University has engaged Inland Technical and accepted their proposal for balancing work in the Arts building based on Sterling's report
 - The expected completion of the work is middle of July; information on what they have found will be provided upon completion of the project.
- 4.3 Update on Sterling IAQ report: sticker draft for Arts buildings C Michels
 - Draft sticker has been circulated to committee
 - University Relations provided design; deliberately did not include branding but have already received feedback that branding should be visible
 - Discussion on proposed wording: should be more directive and present a more significant consequence
 - Word "airflow" sounds innocuous – doesn't communicate issues with allergens, mold, heating etc. – may not have the desired effect
 - Suggested alternatives: "air quality" (subjective), "managed airflow," "ventilation"
 - Sticker should emphasize compliance
 - Suggested alternatives: "This window must remain closed" or "Keep the window closed"
 - C. Michels to bring feedback re: wording to University relations; M. Gibb to investigate feasibility of screwing windows shut – committee will discuss both options again at next meeting
 - Incidence of open windows in that building has declined over last 4 weeks or so, but compliance may still be an issue
 - Committee to talk to Deena, Dir. of Faculty Association, and ask how she would like to approach this with Faculty

5. New Business

No new business.

6. Standing Items

- 6.1 Building Inspections N Ingram
 - Library – M Gibb
 - Valhalla & Similkameen Residences – A Robinson & S Hohl
- 6.2 Risk Management Services Report J McLeod
 - RMS*
 - Attached as addendum 1.
 - Campus Security* T Campbell
 - Attached as addendum 2.
- 6.3 Courses/Seminars/Opportunities – up-date N Ingram
 - T. Hawthorn has received instructor certification for mental health first aid courses; will be able to offer the course to the UHSC in the future
 - WHMIS & Basic Chemical Safety: <http://riskmanagement.ok.ubc.ca/register.html>
 - Wed, July 13 11:30-3:00 – FIP 240
 - Wed, Sept. 7 8:30-12:00 – FIP 244

- R.A.D. – just completed June 23/24th. Campus Security is looking into offering another course for staff and faculty in July.

7. Date for next meeting: July 29, 2016

8. Adjournment

Robinson/Campbell.

Addendum 1
Risk Management Services Incident Report Summary – May 2016
University of British Columbia (Okanagan Campus) Health and Safety Committee
June 24th, 2016

1. Staff Accident/Incident Reports - Injury Reported - May 1st - 31st, 2016:

- May 6th: A worker was participating in one of the Faculty and Staff Sports Day activities when she rolled her ankle. First aid was provided; a healthcare-only claim was submitted to WorkSafeBC. WorkSafe disallowed the claim stating that there was no evidence that there was an injury (because the worker did not receive documentation from a medical professional) and because activity was considered to be voluntary and not within the job description of the client (thus “work” did not cause the injury).

2. Staff Accident/Incident Reports - No Injury Reported - May 1st - 31st, 2016:

- no reports for May

3. Statistics - May 1st - 31st, 2016:

First Aid Statistics:

- Total staff reports (not including contractors or students): 1
- a) Work-related (sprain, strain, cut, contusion, bruise): 1
 - b) Internal & other: 0
 - c) Non-work related (sprains, strains, cuts, etc.): 0

WorkSafeBC Claims:

- Total Claims: 1
- Approved - Health Care Only: 0
 - Approved - Time Loss & Health Care: 0
 - Pending Decision - Health Care Only: 0
 - Pending Decision - Time Loss & Health Care: 0
 - Disallowed - Health Care Only: 1

Addendum 2

UBC Okanagan University Health & Safety Committee

Campus Security Report 24 JUN

2016

Incident Date Range: 01 MAY 2016 – 31 MAY 2016 First Aid /

Medical Response (12)

Staff / Faculty / Contractor: 1	On 6 May 2016 at 1456 hrs, reported that staff member sprained ankle while at the UNC Amphitheatre at Staff and Faculty Sports Day. Sprain occurred when staff member was changing direction during "Zoomba" event. Iced and wrapped. Staff member no longer participated in event and was transported back to her office.
Other (Students or Visitors): 11	12 outside the scope of UHSC (e.g. drug or alcohol incident, athletic injury, illness, etcetera).

Maintenance Required: 19

3 work orders submitted to correct safety concerns on Campus.	<ul style="list-style-type: none"> On 11 MAY 2016 at approximately 0516H security guard reported a large number of ants in Gym 014V. A work order to have Orkin attended was submitted. On 05 MAY 2016 security guard reported 8 light posts not working across the campus. A work order was submitted for all lights. Request ID 37202 The lights break down as follows. On 03 MAY 2016 CCS Blue Phone # 19 found to be not functioning properly in that the phone did not produce a dial tone upon being picked up and did not respond to attempts to dial any numbers. Issue corrected via IT Work Order.
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Hazardous or Non-Standard Condition

3	<ul style="list-style-type: none"> On 30 MAY 2016, Campus Security reported that there appeared to have been a fluid discharged and cleaned up on the pavement at the bus loop. RMS attended and determined spill from BC Transit bus. Issue has been addressed by RMS. On 26 MAY 2016 Kelowna Transit Bus Driver reported that a pane of glass (South end of bus shelter) on the Northern most bus shelter was shattered. Affected area taped off and cleaned by Facilities Management. Pane has since been replaced. On 22 May 2016 at 0145H Best Service Pro employee reported a large leak in the Sunshine Cafe Kitchen. Security was dispatched to investigate. Guard reported a water filter failure spraying water. Guard was able to shut off the water until facilities could be notified. No facilities call out was necessary. Affected area was taped off.
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Chemical/Hazmat Incident

0	0 incidents occurred during date range.
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