

THE UNIVERSITY OF BRITISH COLUMBIA | OKANAGAN
University Health and Safety Committee
Voting Members Minutes
December 20, 2017-@ 10:00am, Location UNC 334

Brown, Suann	(M&P)	Designate for C. Guenard, University Relations
Campbell, Troy (Co-Chair)	(M&P)	Campus Security
Hunter, Barb	(BCGEU)	Designate for S. Hohl, School of Engineering
Ma, Jace	(M&P)	Designate for G. Guttman, SHHS
Majeran, Michelle (Co-Chair)	(BCGEU)	Facilities Management
Moralejo, Lisa	(UBCFA)	School of Nursing
Robinson, Ashlee	(BCGEU)	Barber School of Arts & Sciences
Urmeter, Peter	(UBCFA)	Barber School of Arts & Sciences, Unit Head
Zinz, David	(BCGEU)	School of Engineering

Ex-officio Members

Hawthorn, Tracey	(Ex-officio Member)	Wellbeing
McLeod, Jason	(Ex-officio Member)	Risk Management Services

Recorder

N. Ingram

Regrets

Bizzotto, R.	(M&P)	Facilities Management
De Burgos, Hugo	(UBCFA)	Barber School of Arts & Sciences
Guenard, Chris	(M&P)	University Relations
Guttman, Guy	(M&P)	SHHS
Hohl, Shannon	(BCGEU)	School of Engineering
Lange, Thomas	(Student)	Student Staff
McGinty, Mike	(Ex-officio Member)	Risk Management & Security Services
Michels, Cherie	(Ex-officio)	Risk Management Services
Wagner, John	(UBCFA)	Community Culture & Global Studies
Wilson, Roger	(M&P)	Health & Wellness

Chair: Troy Campbell (M&P) Campus Security

1. Call to order and determination of quorum

2. Approval of Agenda

Agenda was approved with the following amendments:

- Add item 4.1, Overview of incident reports and investigations
- Add item 5.1, H Lot Update

Moved/Seconded: D. Zinz/B. Hunter

3. Approval of Minutes

Approval of minutes from November 22, 2017

Moved/Seconded: D. Zinz/M. Majeran

4. New Business

4.1 Overview of incident reports and investigations

- Very few incident report have been received in the last few months,
 - Most reports have been of students and outside scope of UHSCs
 - A handful of worker incidents reported no injury and were due to winter conditions—already attended by Facilities FSWs by the time reports had been received in RMS

5. Old Business

5.1 Update on H Lot overflow parking

- Parking Services responded to a request for information with the following:
 - Pathway signage was going up as concerns were being addressed
 - Lighting has now been provided and pathway has been altered to go directly to traffic circle
 - As update was provided by Parking Services, no notification was made to Director, Campus Operations
 - Committee to discuss the following at January meeting:
 - When committee should address issues itself, e.g. informational update from Parking described above, vs. when concerns need to be brought to Director
 - How to better capture potential safety concerns of projects at the design level and identify gaps in process – e.g. temp fencing along University Way/EME

6. Standing Items

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|-----|--|---------------------|
| 6.1 | Building Inspections
• 17/18 inspection schedule circulated | N. Ingram (5min) |
| 6.2 | Risk Management Services Report
<i>RMS</i>
See addendum 1. | J. McLeod (5min) |
| 6.3 | Campus Security Report
<i>Campus Security</i>
See Addendum 2. | T. Campbell (5 min) |
| 6.4 | Courses/Seminars/Opportunities – update
• RMS: <ul style="list-style-type: none"> ○ WHMIS & Basic Chemical Safety <ul style="list-style-type: none"> ▪ Friday, January 5 (Lab Users) from 8:30-12:30 in SCI 119 ▪ Thursday, February 15 (Lab Users) from 9:00-1:00 in SCI 119 ○ Lab Biological Safety Course <ul style="list-style-type: none"> ▪ Wednesday, January 3 from 9:00-1:00 in ASC 293 • RMS course registration: http://riskmanagement.ok.ubc.ca/register.html
• HR: <ul style="list-style-type: none"> ○ Creating Mentally Healthy Workplaces <ul style="list-style-type: none"> ▪ January 10, 2018 | N. Ingram (<5min) |

7. Date for next meeting:

- To be determined in the new year

8. Adjournment

Moved/Seconded: Urmetzer/Hunter.

Addendum 1
Risk Management Services Incident Report Summary –October 25- November 21, 2017
University of British Columbia (Okanagan Campus) Health and Safety Committee
November 21, 2017

1. Staff Accident/Incident Reports - Injury Reported - Oct 25 – Nov 21, 2017:

- Nov 7th: A staff member was emptying out a cage washing machine when hot water fell out onto her foot causing a burn. Processes were changed to ensure that hoses are drained prior to exiting the washing machine. A healthcare-only WorkSafeBC claim has been submitted.
- Nov 9th: A staff member fell on ice outside of the CCS building during a snowstorm. Campus Security provided first aid, the worker was then transported to the hospital via ambulance. The WorkSafe status of this case has not yet been determined.

2. Staff Accident/Incident Reports - No Injury Reported - Oct 25 – Nov 21, 2017:

- Nov 9th: A staff member was moving bottles of hazardous waste from the Risk Management Services truck into the Hazardous Waste Storage Depot when a bottle accidentally made contact with the metal truck lift breaking the bottle. Acidic waste began leaking on the truck and ground. The staff member stopped the leak by repositioning the bottle and the spill was cleaned up. Clean-up materials left a stain of pink on the ground that was covered by available sand. Processes have been adjusted to limit the amount of time that bottles are not within secondary containment.
- Nov 9th: A staff member was cleaning sidewalks of snow when he noticed that a student in a wheelchair was stuck in the middle of the crosswalk while cars were sliding around on the road. The staff member stopped his work and helped the student cross to the sidewalk area safely. It was noted that the accessible residence on campus is in a building very far from the main core of buildings. Residences much closer do not have accessible rooms for students.
- Nov 9th: A staff member was performing weekly inspections of the Hazardous Waste Storage Depot when an odd odour was detected. A search revealed that one bottle in the flammable cabinet had cracked releasing a mixture of isopropyl alcohol and potassium hydroxide. Crack was very small and only 1/3 of bottle had leaked. Materials were cleaned up. Bottle was likely cracked in transit to the Hazardous Waste Storage Depot. Processes have been adjusted so that bottles are carried from truck to storage facility in buckets to limit potential damage.
- Nov 15th: Two staff members were working in an area adjacent to an autoclave when a large bang sound was heard. Very hot steam began escaping from the side of the autoclave and the staff members evacuated to a safe distance. Autoclave had previously serviced by a visiting technician who suggested a cleaning procedure to clear the lines and restore normal functioning of the autoclave. Consultation with engineers, technicians and contractor revealed that the loud bang was likely a safety device within the autoclave responding as needed to a potentially unsafe condition. Autoclave will remain out of service until a technician can come from Vancouver to repair.
- Nov 19th: A Faculty member reported that a member of the cleaning contractor crew had entered a lab that handles radioactive material and had used their cleaning materials to wipe down the counters where radioactive materials are used. While workers survey and test for radioisotopes after they work with the substance, cleaning staff should not be cleaning surfaces where they may accidentally contact biohazards, radioisotopes or chemicals in labs. Location was incorrectly marked as a low level lab (where bench top cleaning is permitted).

This has been changed and additional training provided to workers to better assess door signage when it seems to be in conflict with cleaning maps.

3. Statistics – Oct 25 – Nov 21, 2017:

First Aid Statistics:

- Total staff reports (not including contractors or students): 3
- a) Work-related (sprain, strain, cut, contusion, bruise): 2
 - b) Internal & other: 1
 - c) Non-work related (sprains, strains, cuts, etc.): 0

WorkSafeBC Claims:

- Total Claims: 1
- a) Approved - Health Care Only: 0
 - b) Approved - Time Loss & Health Care: 0
 - c) Pending Decision - Health Care Only: 1
 - d) Pending Decision - Time Loss & Health Care: 0
 - e) Health Care approved / Time Loss pending: 0

**Addendum 2
Campus Security Report
University of British Columbia (Okanagan Campus) Health and Safety Committee
Nov 21, 2017**

Incident Date Range: November 22, 2017 – December 20, 2017

First Aid / Medical Response

<p>Staff: 0</p> <p>Faculty: 0</p> <p>Contractor: 0</p>	<ul style="list-style-type: none"> No incidents within date range
<p>Other (Visitors, Students, or other): 10</p>	<ul style="list-style-type: none"> 10 outside the scope of UHSC (e.g. pre-existing medical condition, drug or alcohol incident, sports medicine, illness, etcetera).

Hazardous / Non-Standard Condition:

<p>2 reports of “hazardous / Non-Standard Condition”</p> <p>3 notable reports described in right column.</p>	<p>On 3 DEC 2017 at 2114H Security M. CHIOCETTI reported that access to the building main fire panel and sprinkler shut offs in Science 024V was blocked by a piece of machinery on a pallet. 4 pictures taken by the writer are attached.</p> 
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Addendum 3 Building Inspection Schedule

Last updated: Aug 24, 2017

UHSC - Building Inspections 2017/18			
Team	Building	Status	Report to committee
Guy Guttman, Shannon Hohl	Residences: Monashee	Outstanding from 16/17	
Guy Guttman, Lisa Moralejo	University Centre (UNC)	Outstanding from 16/17	
Chris Guenard, Jason McLeod, MWO Inspector	Mountain Weather Office (MWO)	Outstanding from 16/17	
Hugo de Burgos, Ashlee Robinson	Project Management Office	Outstanding from 16/17	
Troy Campbell, Michelle Majeran	Parking Lots F, H, R	Outstanding from 16/17	
Peter Urmetzer, Troy Campbell	Central Heating Plant		
Roger Bizzotto, Ashlee Robinson	Creative and Critical Studies		
Guy Guttman, Lisa Moralejo	Gym/Hangar & Portable N		
David Zinz, Chris Guenard	Kalamalka Residence		
Hugo de Burgos, Shannon Hohl	Library		
Roger Wilson, Michelle Majeran	Nicola and Purcell Residences		
David Zinz, Troy Campbell	Parking Lots C, S, G		
Roger Bizzotto, Ashlee Robinson	Parking Office		
Shannon Hohl, Roger Wilson	Quonset Hut & Office		
Peter Urmetzer, Chris Guenard	Reichwald Health Sciences		
Hugo de Burgos, Guy Guttman	Similkameen & Valhalla Residences		
Lisa Moralejo, Michelle Majeran	University House & Portable A		