

THE UNIVERSITY OF BRITISH COLUMBIA | OKANAGAN
University Health and Safety Committee
Voting Members Minutes
November 22, 2017-@ 10:00am, Location ADM 101

Guttman, Guy	(M &P)	Conferences and Student Housing
Wilson, Roger	(M & P)	Health & Wellness
David Zinz	(BCGEU)	School of Engineering
De Burgos, Hugo	(UBCFA)	Barber School of Arts & Sciences
Urmetzter, Peter	(UBCFA)	Barber School of Arts & Sciences, Unit Head
Thomas Lange	(Student)	Student Staff
Chris Guenard	(M&P)	University Relations
Hohl, Shannon	(BCGEU)	School of Engineering
Majeran, Michelle	(BCGEU)	Facilities Management

Ex-officio Members

Cherie Michels, Risk Management Services

Recorder

McFarland, Cassandra

Simonetta, Jasmin

Regrets

Wagner, John	(UBCFA)	Community Culture & Global Studies
McGinty, Mike	Ex-officio Member	Risk Management & Security Services
Hawthorn, Tracey	Ex-officio Member	Wellbeing
Robinson, Ashlee	(BCGEU)	Barber School of Arts & Sciences
Campbell, Troy	(M&P)	Campus Security
Moralejo, Lisa	(UBCFA)	School of Nursing
Bizzotto, Roger	(M&P)	Facilities Management
McLeod, Jason	(M&P)	Risk Management Services

Co-Chair: Guttman, Guy (M &P) Conferences and Student Housing
Chair: Majeran, Michelle (BCGEU) Facilities Management

1. Call to order and determination of quorum

2. Approval of Minutes

Approval of minutes from October 25, 2017

- Roger W/Chris G

3. Approval of Agenda

- Guy G/Hugo D

4. New Business

4.1 Overflow parking for H lot and pedestrian crossing of Innovation Drive

David Z. (10 min)

- Pedestrians are not utilizing the walking path that leads to the traffic circle. They are crossing at the intersection of H Lot and Innovation Drive. In addition, there are bushes that obstruct the view of those driving on Innovation Drive. It is dangerous for pedestrians to be crossing at that intersection as it's a high traffic area.

- UHSC committee to send a request to Shelley Kayfish to address situation.

5. Old Business

5.1 Revised UHSC Structures discussion

- To be added as standing item on agenda and to be discussed with Mike M. when he returns

6. Standing Items

6.1 Building Inspections

Cassandra M. (5min)

- Members to contact building inspection colleagues to initiate building inspections
- 16/17 inspection schedule circulated
- 17/18 inspection schedule circulated

6.2 Risk Management Services Report

RMS

Cherie M. (5min)

6.3 Campus Security Report

Jasmin S. (5 min)

6.4 Courses/Seminars/Opportunities – update

Cassandra M. (<5min)

- **RMS:**

- WHMIS & Basic Chemical Safety
 - Wednesday, December 13 (Lab Users) from 9:00-1:00 in SCI 119
 - 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
 - Wednesday, January 3 from 9:00-1:00 in ASC 293

- **RMS course registration:** <http://riskmanagement.ok.ubc.ca/register.html>

7. Date for next meeting:

- Wednesday, December 20th in UNC 334

8. Adjournment

- Roger W

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

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
September 25, 2017

UBC Okanagan University Health & Safety Committee
Campus Security Report

Incident Date Range: October 22, 2017 – November 25, 2017

First Aid / Medical Response

<p>Staff: 2</p> <p>Faculty: 0</p> <p>Contractor:</p>	<ul style="list-style-type: none"> • On November 9, 2017 at 1200 hours it was reported that faculty had fallen on the ice outside of CCS at the corner of Discovery Avenue and Knowledge Lane. Injury: Faculty could not walk or put weight on her leg. She stated she would not be able to drive and believed she needed to go to the hospital. Dispatch called BCAS and requested an ambulance. At 1223 hours BCAS arrived on campus and patient was in the care of BCAS. Patient was transported to hospital. Heavy snowfall and inadequate footwear were contributing factors in incident. • On November 7, 2017 at 1209 hours, staff member called security to report that she had been burned with hot water, on her foot, while working in the lab. A cold pack with a cloth between the foot and the pack was placed on the foot for approximately 10 minutes. Returned to work. First aid report submitted and attached
<p>Other (Visitors, Students, or other): 22</p>	<ul style="list-style-type: none"> • 22 outside the scope of UHSC (e.g. pre-existing medical condition, drug or alcohol incident, sports medicine, illness, etcetera).

UBC Okanagan University Health & Safety Committee

Campus Security Report

Incident Date Range: October 22, 2017 – November 25, 2017

Hazardous / Non-Standard Condition:

6 reports of "hazardous / Non-Standard Condition"

3 notable reports described in left column.

On 7 November 2017 At 1900h security dispatch noted the ARTS 190Z foyer main entrance blocked off by the Midieval club. Event organizers were instructed to have the club clear the entrance way as per requirements of booking. Screen capture below.



On 2017-11-06 at approximately 1300H security received a report of two unknown students trapped in the Fipke elevator. Writer attempted to contact Facilities and was unable to. Writer then contact Facilities manager who stated he would attend. Writer then contacted the ThyssenKrupp emergency dispatch who stated they would send a technician immediately. At approximately 1305H guard advised that the entrapped individuals had self-extricated on the basement level. then advised the power to the elevator had been shut down. Guard placed out of order signs on the elevator. ThyssenKrupp technician working on elevator.

On 2017-11-05 at approximately 1322H Foodservices contractor reported a strong of smell in University Center Green Thread. She stated an unknown student placed an item wrapped in tinfoil in a microwave and it caught fire. The smoke did not trigger any smoke detectors or fire alarms, but did cause a strong odour in the area. Writer contacted on-shift Engineer who stated he would attend. Engineer advised that he would not be setting up fans to clear the odour as there was no way to route the fans.

Addendum 3
Building Inspection Schedule

Last updated: Aug 9, 2017

UHSC - Building Inspections 2016/17			
Team	Building	Status	Report rec'd
Guy Guttman, Michelle Majeran	Campus Administration Building	Completed December 2016	Yes
Bahman Naser, Troy Campbell, John Wagner	Reichwald Health Sciences	Completed December 2016	Yes
Ashlee Robinson, Troy Campbell, Lisa Moralejo	Residences: Upper & Lower Cascades	Completed May 2017	Yes
Roger Bizzotto, Hugo deBurgos	Residences: Cassiar	Completed April 2017	Yes
Guy Guttman, Shannon Hohl	Residences: Monashee	Not scheduled since 2012	
Peter Urmetzer, Michelle Majeran	Engineering, Management, & Education	Completed June 2017	Yes
Chris Guenard, David Zinz	Residences: Kalamalka	Completed July 20, 2017	Yes
Roger Wilson, Bahman Naser	Arts and Sciences (ASC)	Completed July 13, 2017	Yes
Peter Urmetzer, Roger Wilson, David Zinz	Arts Building (ART)	Pending 2016	Yes
Roger Bizzotto, Shannon Hohl	Science Building (SCI)	Completed May 2017	Yes
Guy Guttman, Lisa Moralejo	University Centre (UNC)	Pending 2016	
Bahman Naser, Chris Guenard	Mountain Weather Office (MWO)	Pending 2016	
Hugo de Burgos, Ashlee Robinson	Project Management Office	Pending 2016	
Troy Campbell, Michelle Majeran	Parking Lots E, F, H, R	Pending 2017	