

THE UNIVERSITY OF BRITISH COLUMBIA | OKANAGAN
University Health and Safety Committee
Voting Members Minutes
September 25, 2017-@ 3:00pm, Location ADM 006a

Campbell, Troy	(M & P)	Campus Security
Bizzotto, Roger	(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)	School of Engineering - Alternate for Co-Chair (M. Majeran)
Hunter, Barbara	(BCGEU)	School of Engineering – Alternate for S. Hohl
Robinson, Ashlee	(BCGEU)	Barber School of Arts & Sciences
David Zinz	(BCGEU)	School of Engineering
De Burgos, Hugo	(UBCFA)	Barber School of Arts & Sciences
Moralejo, Lisa	(UBCFA)	School of Nursing
Urmeter, Peter	(UBCFA)	Barber School of Arts & Sciences, Unit Head
Wagner, John	(UBCFA)	Community Culture & Global Studies
Thomas Lange	(Student)	Student Staff

Ex-officio Members

Tracey Hawthorn, Director, Wellbeing
Mike McGinty, Associate Director, Risk Management and Security Services

Jason McLeod, Risk Management Services
Cherie Michels, Risk Management Services

Recorder

C. McFarland
J. Simonetta

Regrets

Majeran, Michelle (BCGEU) Facilities Management

Guest

Riley, Abigail Campus Planning

Chair: R. Bizzotto

Acting Chair: Barb

1. Call to order and determination of quorum

2. Approval of Agenda

- Troy/Guy

3. Approval of Minutes

Approval of minutes from August 28, 2017

- Guy/David

4. New Business

- 4.1 Pet Guidelines S.Kayfish (15 min) – **Deferred**
- 4.2 Future UHSC structures on campus M. McGinty (15 min)
- Committee to provide thoughts and feedback to Mike before next meeting
 - Mike to send a brief report to committee to summarize key points of discussion
- 4.3 Pedestrian crossing adjacent to Parking Lot J R. Bizzotto (5 min)
- Jersey barrier put up and crosswalk painted
- 4.4 Smoking Gazebo Relocation A. Riley (15 min)
- Relocate the smoking gazebo in the south end of admin building (outside of sunshine café) to the Transit Exchange area to service riders and bus drivers
 - A pad will be put down as well as gravel around the perimeter to deal with fire hazards
 - Timeline is contingent to district energy construction project
 - Hope to be completed this Fall (October/November)

5. Old Business

6. Standing Items

- 6.1 Building Inspections C. McFarland (5min)
- 16/17 inspection schedule circulated
 - 17/18 inspection schedule circulated
- 6.2 Risk Management Services Report
RMS J. McLeod (5min)
- 6.3 Campus Security Report T. Campbell (5 min)
- 6.4 Courses/Seminars/Opportunities – update C McFarland (<5min)
- **RMS:**
 - WHMIS & Basic Chemical Safety
 - Thursday, October 12, 9:00-1:00 FIP 244
 - Lab Biological Safety Course
 - Tuesday, Oct 10, 11:30am-3:30pm – ASC 293
 - **RMS course registration:** <http://riskmanagement.ok.ubc.ca/register.html>

7. Date for next meeting:

- TBD – Meetings to be moved to Wednesday mornings

8. Adjournment

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

1. Staff Accident/Incident Reports - Injury Reported - Aug 29 - Sept 24, 2017:
2.
 - Aug 31st: A worker was obtaining a part for a task from a shelf in a department storage room. There were four stacked items obstructing access to the shelf so the worker moved them one-by-one. The items were heavier than expected. The worker moved the first three without issue but when he went to move the fourth (and lowest), he experienced immediate back pain. Campus Security was called to provide first aid treatment but the worker refused, preferring to engage in stretching. When the stretching did not seem to improve the pain, he went to Campus Security to report the injury. A healthcare-only WorkSafeBC claim has been accepted for the injury.
 - Sept 6th: Folding chairs were rented for two large events in the Gymnasium, but clips to attach the chairs were not ordered. Due to tight timelines, cable ties were used to affix the chairs together in time for the first event. Some of the chairs then needed to be realigned for the second event; during this process, a worker was cutting some of the cable ties downwards with a knife. One tie was very tight so he cut it upwards when the knife slipped and cut his thumb. A healthcare-only WorkSafeBC claim has been accepted for the injury.
2. Staff Accident/Incident Reports - No Injury Reported - Aug 29 - Sept 24, 2017:
3.
 - Aug 29th: An excavator bucket punctured a natural gas line outside of the Mountain Weather Office. Contractors were hand-digging to expose the line so it could be re-located as part of a landscape/parking lot renovation project. The line was almost fully exposed but there was one boulder that couldn't be moved with hand tools (shovel and pry-bar were used). The contractor crew brought in their mini-excavator to attempt to dislodge the boulder enough that hand tools could be used to complete to removal. While attempting to loosen the boulder, the excavator bucket slipped off the top of the boulder and fell, cutting the gas line. All machines on the site were immediately de-energized and Fortis as well as 911 were called. The site supervisor for the contractor entered the MWO and swept the building to evacuate it but did not activate the fire alarm due to concerns of possibly igniting any natural gas that may have entered the building. The supervisor then contacted WorkSafeBC. After a short amount of time, two additional UBC workers emerged from the MWO; they were not notified in the evacuation sweep but learned of the gas leak from a co-worker who communicated to them via cellphone from a different part of campus. Fortis BC attended the incident site and crimped the natural gas line. No injuries resulted and no additional damage occurred. The odour of Mercaptan was not detected inside any part of the MWO at any point during the span of this incident.
 - Aug 31st: Workers were mounting a television to a wall as part of a renovation project. The wall area had been pre-prepped for mounting with the placement of a sheet of plywood that the mounting hardware would go into, with power and data conduits running vertically behind the plywood. While drilling the mounting screws, one of the screws penetrated one of the conduits causing the associated breaker to flip off. No injury occurred to either worker. The 2.75" screws being used were the ones that came with the TV's mounting hardware; these are much longer than required in this type of mounting setup as the plywood is less than 1" thick, plus their length adds risk of penetrating the conduits.
 - Sept 1st: A worker went into a clean room facility to return chemicals removed during the facility's recent expansion. He then opened up the storage location and noticed the piranha solution (very acidic and strong oxidizing solution used to clean organic residues off substrates) was not on its labeled shelf. He looked around trying to locate it (or the empty

bottle in case it had been disposed of) but was unable to locate bottle. He then looked in the flammables cabinet to be thorough. He found the piranha solution stored inside the flammables cabinet with flammable solvents and other organics (incompatible storage). He then immediately removed the bottle and returned it to its proper storage location.

- Sept 15th: A worker opened a flammables cabinet and noticed a spill. He reported the spill immediately to a lab technician. The lab technician went to view the spill, he noticed that a container had failed and the contents were leaking within the cabinet. After referencing the SDS for the leaking fluid, he put the leaking container in secondary containment and cleaned the spill. He then sent a request for waste pickup. It is possible that the original container the product was delivered in had failed. Regular inspections help to reduce the amount of time that passes before a leak like this is detected and dealt with.

4. Statistics - Aug 29 - Sept 24, 2017:

First Aid Statistics:

Total staff reports (not including contractors or students): 2

- a) Work-related (sprain, strain, cut, contusion, bruise): 2
- b) Internal & other: 0
- c) Non-work related (sprains, strains, cuts, etc.): 0

WorkSafeBC Claims:

Total Claims: 2

- a) Approved - Health Care Only: 2
- b) Approved - Time Loss & Health Care: 0
- c) Pending Decision - Health Care Only: 0
- 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**

University Health & Safety Committee
CAMPUS SECURITY REPORT

Incident Date Range: 08/26/2017 – 09/24/2017

First Aid / Medical Response: 31

Staff / Faculty / Contractor : 3 Incident	<p>Narrative:</p> <hr/> <p>August 31, 2017 9:50AM Campus Security emergency line to request first aid for staff member that fainted in UNC 200 during event. Treatment: oxygen therapy. Outcome: Transported to hospital for further assessment.</p> <p>On August 31, 2017 at 3:50PM, UBC Staff member to report an injury on the job. The employee of IT services, stated that while in the library stores storage area, he was trying to retrieve products but had other items belonging to another party that were stored in front of the products. The staff member tried to move the items out of the way and injured his back. The muscle pain was localised to his upper back on the left side. Wright stated that he was heading home to soak his shoulder. The Writer advised that staff member to seek medical aid if pain worsens. No treatment provided.</p> <p>On September 6, 2017 at 10:33AM first-aid attended for staff member that cut his thumb and required first aid attention. Treatment: wound was cleaned and bandaged. Assessed that injury would likely need sutures to close wound. Transported to hospital by co-worker. Returned to work September 7, 2017.</p>
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<p>Students, Visitor or Contractor: 29 <i>Incidents outside the scope of the UHSC (i.e. sports injury, drugs/alcohol, pre- existing medical condition</i></p>	<p>Narrative:</p> <hr/> <p>On September 6, 2017 at 5:58PM Food services contractor contacted security dispatch to report a worker had burned his hand. Food Services staff sustained a burn on his right thumb with blistering (2nd degree). Treatment: cooled. Outcome: returned to work.</p> <p>On 9 September 2017 at 2:40PM cleaning contractor requested first aid for a laceration to the right leg. Assessment: the three (3") inch laceration to the lower right leg. Treatment: reported that he had cleaned & bandaged and suggested that contractor go to a walk-in clinic to verify that his tetanus was up to date.</p>
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Hazardous Condition: 8

<p>8 reports created for safety related concerns. <i>3 reports listed within the scope of UHSC</i></p>	<p>Narrative:</p> <hr/> <p>On September 23, 2017 at 10:02AM student contacted security dispatch to say he was working in ARTS 202 smelled burning odour. Facilities attended an unable to determine the cause.</p> <p>On August 29, 2017 at 10:46AM security dispatch received a 911 call from IT Staff, reporting an outside gas line break from the construction site at the Mountain Weather Office (MWO). Kelowna Fire Department (KFD) on 911 to report the gas leak. Fortis was advised of gas line break, and emergency response required. At 1147h reported the gas had been shut off and the building was clear of any lingering gas.</p> <p>On September 3, 2017 at 10:30PM Campus Security received a report of an oil spill with broken glass at the top of the ASC breezeway stairs. Security staff cordoned off the stairs with caution tape to prevent use of the stairs. Best Pro Services contacted to clean spill.</p>
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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	