

THE UNIVERSITY OF BRITISH COLUMBIA | OKANAGAN
University Health and Safety Committee
Voting Members Minutes
August 27, 2018 @ 11:00am, Location ADM 006a

Hohl, Shannon	(BCGEU)	School of Engineering
Kane, Nicola	(BCGEU)	Campus Planning & Development
Majeran, Michelle	(BCGEU)	Facilities Management, co-Chair
Zinz, David	(BCGEU)	School of Engineering
Vacant	(UBCFA)	Barber School of Arts & Sciences
Vacant	(UBCFA)	
Wagner, John	(UBCFA)	Community Culture & Global Studies
Bizzotto, Roger	(M & P)	Facilities Management, co-Chair
Campbell, Troy	(M & P)	Campus Security
Guenard, Chris	(M & P)	University Relations
Guttman, Guy	(M & P)	Conferences and Student Housing
Wilson, Roger	(M & P)	Health & Wellness

Ex-officio

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

Regrets

Moralejo, Lisa (UBCFA) School of Nursing
 Michels, Cherie (Ex-officio Member) Risk Management Services

Recorder: N. Ingram

Chair: R. Bizzotto

0. Introductions

1. Call to order and determination of quorum

2. Approval of Agenda

Approval of agenda for Aug 27, 2018
 Moved/Seconded: C. Guenard, T. Campbell

3. Approval of Minutes

Approval of minutes from Jul 23, 2018
 Moved/Seconded: D. Zinz, C. Guenard

4. New Business

4.1 Process for carpet extraction

- Unclear whether carpets have been cleaned in Arts building, especially for faculty during absences
- Lack of professional standards – i.e. confusion from cleaning staff re: whether or not carpets had been cleaned and on what dates
- R. Bizzotto to follow up with Derek Mahoney

5. Old Business

- 5.1 Management of sharps on campus T. Campbell/J. McLeod (10min)
- Campus to trial 6 locked sharps containers at most commonly accessed buildings
 - 4 located at EME, 2 at ADM
 - Bins ordered Aug 27 and expected to arrive in the next few weeks; Campus Security and RMS to study uptake
 - Goal is to reduce exposure risk for our workers and others in community; success would see bins being utilized and reduction of sharps on campus
 - May add additional containers if project sees success

6. Standing Items

- 6.1 Building Inspections N. Ingram (15min)
- 17/18 inspection schedule circulated
 - Nicola/Purcell residences M. Majeran/R. Wilson
 - TVs with hanging modems & cords
 - Electrical room filled with storage in Nicola
 - Window out of frame – sitting on floor
 - IT room squealing – addressed at time
 - Access to elevator in mech room basement obstructed
 - Purcell
 - Window taped
 - Wall damage
 - Cords hanging inappropriately
- 6.2 Risk Management Services Report J. McLeod (10min)
RMS
 Attached as Addendum 1
- 6.3 Campus Security Report T. Campbell (10 min)
Campus Security
 Attached as Addendum 2
- 6.4 Courses/Seminars/Opportunities – update N. Ingram (<5min)
- **RMS:**
 - Chemical Safety (Includes WHMIS)
 - Wed, Aug 29, 9am-12pm
 - Fri, Sept 7, 1:30-4:30pm
 - Thurs, Oct 11, 1:30-4:30pm
 - Fri, Dec 14, 8:30-11:30am
 - Lab Biological Safety Course
 - Wednesday, Sept 5, 9am-1pm, SCI 322
 - **RMS course registration:**
<http://riskmanagement.ok.ubc.ca/register.html>
 - **BCFed Health & Safety Centre:** <https://www.healthandsafetybc.ca/course-calendar>
 - **Note:** All BCFed courses run 8:30am-4:30pm.
 - Occupational Health & Safety Pt 1
 - Nov 20 - Kelowna
 - Occupational Health & Safety Pt 2
 - Nov 21 – Kelowna
 - Improving Committee Effectiveness

- Nov 21 – Kelowna
- Incident Investigations
 - Nov 22 - Kelowna
- Other courses and more dates/times viewable at the link above.

7. Date for next meeting:

Monday, Sept 24, 11am-12pm

8. Adjournment

Moved/Seconded:

Addendum 1
Risk Management Services Incident Report Summary: July 23 - August 26, 2018
University of British Columbia (Okanagan Campus) Health and Safety Committee
August 27, 2018

2. Staff Accident/Incident Reports - Injury Reported - Jul 23 - Aug 26:

July 18th (note: this incident was not reviewed at the July 23rd UHSC meeting): A worker was unpacking items from shipping boxes. While attempting to remove shelving from one of the boxes, the worker underestimated the resistance that would occur which resulted in a strained wrist. The worker did not obtain first aid treatment from Campus Security but did instead visit a medical facility which thus classifies this incident as being a “medical treatment” incident. No WorkSafe claim has resulted from this incident. Corrective action is to open boxes completely to allow workers full access to the item inside while minimizing awkward reaching.

July 27th: A worker was attempting to reach the main power switch for an autoclave when she burned her arm resulting in a small blister. The power switch is located behind large, removable metal panels. Because of congestion adjacent to this side of the autoclave (water treatment equipment), the panels are difficult to remove and thus the worker was reaching behind the still-attached panel in an attempt to reach the switch when she burned her arm on a hot pipe within the unit. First aid treatment was not sought nor was a medical facility visited; no WorkSafe claim has resulted from this incident. Corrective actions: investigate the possibility of moving the water treatment equipment from the left side of the autoclave to the right side (which is less frequently accessed) to allow more room and reduce awkwardness for removing the large metal panels when servicing or troubleshooting the autoclave; investigate the possibility of cutting an opening into the rear metal panel on the left side of the autoclave to allow access to the power switch without having to remove the panels.

Aug 9th: A medical practicum student was assisting closing a patient's chest at the end of cardiac surgery, using a cutting suture needle. While the practicum student was holding a needle driver with the needle in her right hand, she went to protect the needle within the driver using her left hand. During this maneuver, she caught the tip of the needle on her thumb. A few millimetres of the needle entered her thumb and she saw a small amount of blood in her glove as a result. It was deemed a low risk exposure; the practicum student is monitoring the patient's Hep C and HIV serology, which was drawn preoperatively. She also spoke with her supervisor and he didn't raise any concerns. The corrective action is to use forceps instead of her hand to protect the needle in the needle driver.

1. Staff Accident/Incident Reports - No Injury Reported - Jul 23 - Aug 26:

Aug 10th: Undergraduate student was operating a specialized machine in a lab with improper/incomplete operating procedure documentation. The student allowed furnace to vaporize Parylene C, then proceeded to switch on the Parylene C Deposition Machine Vacuum pump. Student had been previously told to monitor gauges and ensure vacuum began to develop quickly. Undergraduate student left room for approximately 5 minutes, and returned to find white smoke in the room. Student 'Emergency Stopped' process and reported the situation to graduate student in the same lab. Grad student observed the Deposition Machine status, and questioned the undergraduate student on the steps they followed. A second undergraduate student went to alert the appropriate authorities. Remaining people in lab began to gather belongings, and left the lab within 5 minutes. One lab technician came to check on the situation. Undergraduate student (who had been operating machine) and lab technician entered lab and discussed the occurrence beside Parylene C Deposition Machine for approximately 5 minutes. A second graduate student also arrived and participated in the conversation. Afterward, lab technician advised everyone to wait outside the lab until an appropriate SDS sheet could be consulted. Shortly thereafter, the assumed airborne concentration was deemed potentially hazardous, and the lab was sealed off until 8:00AM the next morning. Corrective action: The SOP for the Parylene C machine in the lab folder was out of date, missing the step to attach vacuum pump to heating compartment before turning on the heat; the updated version was available as a digital copy on the lab shared drive but the student was following the paper copy in the outdated

lab folder. The SOP has been updated in the lab folder; students must now only use the machine under the supervision of the lab technician and manager.

3. Statistics - Jul 23 - Aug 26:

First Aid Statistics:

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

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

WorkSafeBC Claims:

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

Addendum 3 Building Inspection Schedule

Last updated: Jul 10, 2018

UHSC - Building Inspections 2017/18

Team	Building	Status	Report to committee
Guy Guttman, Shannon Hohl	Residences: Monashee	Complete March 7, 2018	Y
Guy Guttman, Lisa Moralejo	University Centre (UNC)	Complete March 6, 2018	Y
Chris Guenard, Jason McLeod, MWO Inspector	Mountain Weather Office (MWO)	Outstanding from 16/17	
Troy Campbell, Michelle Majeran	Parking Lots F, H, E, R	Complete May 22, 2018	Y
Nicola Kane, Troy Campbell	Central Heating Plant		
Chris Guenard, David Zinz	Creative and Critical Studies	Complete June 14, 2018	Y
Guy Guttman, Lisa Moralejo	Gym/Hangar & Portable N		
Hugo de Burgos, Shannon Hohl	Library		
Roger Wilson, Michelle Majeran	Nicola and Purcell Residences	Complete July 5, 2018	N
David Zinz, Troy Campbell	Parking Lots C, S, G		
Shannon Hohl, Roger Wilson	Quonset Hut & Office		
Peter Urmetzer, Chris Guenard	Reichwald Health Sciences	Completed June 20, 2018	Y
Roger Bizzotto, Nicola Kane	Similkameen & Valhalla Residences		
Lisa Moralejo, Michelle Majeran	University House & Portable A		