

THE UNIVERSITY OF BRITISH COLUMBIA | OKANAGAN
University Health and Safety Committee
Voting Members Minutes
Sept 24, 2018 @ 11:00am, Location ADM 006a

Hohl, Shannon	(BCGEU)	School of Engineering
Kane, Nicola	(BCGEU)	Campus Planning & Development
Majeran, Michelle	(BCGEU)	Facilities Management
Zinz, David	(BCGEU)	School of Engineering, co-Chair
Vacant	(UBCFA)	Barber School of Arts & Sciences
Vacant	(UBCFA)	
Moralejo, Lisa	(UBCFA)	School of Nursing
Bizzotto, Roger	(M & P)	Facilities Management, co-Chair
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
Michels, Cherie	(Ex-officio Member)	Risk Management Services

Regrets:

Campbell, Troy	(M & P)	Campus Security
Wagner, John	(UBCFA)	Community Culture & Global Studies

Recorder: N. Ingram

Chair: M. Majeran

0. Introductions

1. Call to order and determination of quorum

2. Approval of Agenda

Approval of Agenda for Sept 24, 2018
 Moved/Seconded: D. Zinz, G. Guttman

3. Approval of Minutes

Approval of minutes from Aug 27, 2018
 Moved/Seconded: D. Zinz, C. Guenard

4. New Business

- 4.1 Traffic changes on campus R. Bizzotto/J. McLeod (15 min)
- John Hindle Drive/Upper Campus Way now open
 - New overpass not yet in place – paving needs to occur
 - Temporary pedestrian trail still being used
 - Meeting with city to potentially decommission
 - Signage & barriers in place
 - However infrastructure is confusing and doesn't lead to correct places – piece of sidewalk not connecting to the rest of the path that is confusing

- Likely not just residents but campus community – pedestrian pathway may resolve for Academy Hill residents but may not for others
- Multi-use pathway on JHD lots of use coming from Glenmore
- Traffic through UCW indicates that some have been successfully diverted from temp trail
- Pedestrianization of Uway
 - Some people going around International Mews through Purcell, F Lot
 - May require bollards – but will impact service vehicles and construction site
- Permanent signage (wayfinding, etc.) due mid-to-end October
- One-way road going west – Cascades – question as to whether the road is going to be opened to traffic
- To be discussed again at next meeting

5. Old Business

- 5.1 Management of sharps on campus T. Campbell/J. McLeod (5min)
- Sharps bins with locking cabinets ab out to be installed in 6 publicly accessible washrooms – ADM and EME
 - Nursing students of this academic year planning project re: sharps containers
 - Directional/information signage indicating that bins are available for use
 - Determining potential future locations
 - All current locations planned for inside; privacy concerns with outdoor bins
 - RMS to report back on how they're being used once they fill up

6. Standing Items

- 6.1 Building Inspections N. Ingram (15min)
- 17/18 inspection schedule **updated** and circulated
 - Parking Lot G T. Campbell, D. Zinz
 - U House & Portable A M. Majeran, L. Moralejo
 - Quonset Hut S. Hohl, R. Wilson
 - No light in parking lot and not paved
 - M. Majeran, D. Zinz to review Vancouver inspection forms for comments re: visibility
 - Inspections should note what is mandatory, etc.
 - Offer training for building inspections & details to what items mean and how they apply
 - RMS to look at what training VCR has available for building inspections
- 6.2 Risk Management Services Report J. McLeod (5min)
RMS
 Attached as Addendum 1
- 6.3 Campus Security Report T. Campbell (5min)
Campus Security
 Attached as Addendum 2
- 6.4 Courses/Seminars/Opportunities – update N. Ingram (<5min)
- **RMS:**
 - Chemical Safety (Includes WHMIS)
 - Thurs, Oct 11, 1:30-4:30pm
 - Fri, Dec 14, 8:30-11:30am
 - Lab Biological Safety Course
 - Tues, Oct 9, 12:30-4:30

- **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.
- 2018 Safety Committee Conference
 - Langley, Nov 21-22
 - Program available here: <http://pacificsafetycenter.com/scc18/program.htm>

7. Date for next meeting:

Monday, Oct 22, 11am-12pm

8. Adjournment

Moved/Seconded:

R. Wilson, D. Zinz

Addendum 1
Risk Management Services Incident Report Summary: Aug 27 - Sept 23, 2018
University of British Columbia (Okanagan Campus) Health and Safety Committee
September 24, 2018

2. Staff Accident/Incident Reports - Injury Reported - Aug 27 - Sept 23:

Aug 29th: A worker was walking down a hallway when she slipped on a puddle of liquid and fell. She suffered minor injuries as a result of the fall. She immediately contacted the custodial contractor who responded by cleaning the spill. The custodial contractor subsequently determined that a hose in a janitorial closet sink had come loose resulting in water flowing into the hallway. The contractor re-tightened the hose and no subsequent leaks have been noted. No first aid treatment was sought and no WorkSafe claim has resulted from this incident.

1. Staff Accident/Incident Reports - No Injury Reported - Aug 27 - Sept 23:

No reports for this time period.

3. Statistics - Aug 27 - Sept 23:

First Aid Statistics:

Total staff reports (not including contractors or students): 1

- Work-related (sprain, strain, cut, contusion, bruise): 1
- 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 2
University Health & Safety Committee
September 24 UHSC / Campus Security Report

First Aid / Medical Response: 24 total

Faculty / Staff: 1 Contractor : 0 Incidents for contracted staff	<ul style="list-style-type: none"> 0 reports within the scope of the UHSC
1 Incident for Other (i.e. Visitor or Student)	24 outside the scope of the UHSC (sports injury, mental health, illness, drug/alcohol overconsumption)

Hazardous Condition: 1

1 reports	At 0916 on September 13, 2018: Campus Security received a call from staff reporting a needle (possibly an epi-pen) in EME 1101. Security Guard attended and reported the sharps was an insulin needle. The discarded needle was secured in the sharps container and returned to the Dispatch Office.
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Hazardous Condition: 1

1 reports	<ul style="list-style-type: none"> At 1008 on September 6, 2018: There was a report of a makeshift bridge (pallet) being used in the ditch between south walkway to John Hindle, close to Alumni Ave. WO# 55945 submitted for the removal. Persons were using makeshift bridge to cross road at unsafe crossing. September 06, 2018 2213 hours security guard noted a Yellow Kelowna Cab driving down the pedestrian pathway between ART and SCI. The vehicle was then driven down the ramp between SCI and LIB. The vehicle then proceeded to cross University Way in the crosswalk. The vehicle then proceeded driving down the lot: F, Commons field pedestrian walkway towards Purcell. Security lost track of the vehicle after that point. Guard was unable to ascertain vehicle number or license plate. 2215 hours writer called Kelowna cabs dispatch. Kelowna cabs dispatch stated that the only cab in the area was #60 and that she will send a message not to drive down pedestrian paths, as well as advised that there is no through traffic on campus. On September 19, 2018 Sawchuck employee reported near miss at University Way/F lot intersection. Grey in colour, 3/4 ton, Ford 250, mid late 90s diesel truck, unknown Alberta licence plate, operated by male in late 20s with blonde hair was driving into oncoming traffic/failed to stop at stop sign while turning eastbound onto University Way - a purple Golf cart operated by person believed to Facilities Management staff was turning right/north into F Lot and was nearly struck by same vehicle (less than a foot from collision). Both the golf cart and vehicle came to a stop, corrected their direction of travel. Sawchuck employee advised the driver of the vehicle that he was in the wrong lane, but the driver failed to stop without explanation and departed campus on University way. Campus Security spoke to driver of golf cart and near miss was reported to RMS.
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Addendum 3 Building Inspection Schedule

Last updated: Sept 24, 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	Y
David Zinz, Troy Campbell	Parking lot G	Complete Sept 14, 2018	N
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	Unversity House & Portable A	Completed Aug 8, 2018	N