

THE UNIVERSITY OF BRITISH COLUMBIA | OKANAGAN

University Health and Safety Committee

Voting Members Agenda

Nov 26, 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)	
Vacant	(UBCFA)	
Moralejo, Lisa	(UBCFA)	School of Nursing
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

Hingston, Adrian	(Ex-officio Member)	Associate Director, Risk Management Services
McLeod, Jason	(Ex-officio Member)	Risk Management Services
Michels, Cherie	(Ex-officio Member)	Risk Management Services

Regrets

Recorder: N. Ingram

Chair: M. Majeran

0. Introductions

- Adrian Hingston, Associate Director, RMS

1. Call to order and determination of quorum

2. Approval of Agenda

Approval of Agenda for Nov 26, 2018

Moved/Seconded: John, Guy

3. Approval of Minutes

Approval of minutes from Oct 22, 2018

Moved/Seconded: Shannon, David

4. New Business

4.1 Flu Clinics (Guests – UBCO Nursing Students)
min)

J. McLeod (10

- Guest presentation from students
 - Most effective way to prevent spread of flu is to receive vaccination
 - Number of vaccines – 511 just from UBCO
 - Demand up from previous years; clinic closed early due to shortage of vaccines – approximately 50 turned away
 - Some left voluntarily because o
 - 35 students practicing injections
 - Recommendations for next year
 - Volunteer schedule to improve efficiency and make sure people weren't waiting too long
 - Recommendation to increase number of doses for next year
 - CDC releases data every year on effectiveness of vaccines at prevention

4.2 Sharps project (Guests – UBCO Nursing Students)
min)

J. McLeod (10)

- Previously only one container in nurse's office on campus – not publicly accessible
- Installation of 3 in EME and 2 in ADM in accessible washrooms
- Location for 6th to be determined possibly gym
- Most placed around bus loop due to location of needles being found
- Today – needle found in mechanical room
- Poster – information for dealing with sharps on campus
- Throughout semester – informational booths
 - Overwhelming support from students
 - One of the first universities in Western Canada
- Next year – recommendations
 - More containers
 - Education and reduction of stigma
 - Applying for SUO funding
 - BC Transit – containers outside near bus loop
 - Individual sharps containers available from nurse
- Questions
 - Signage for designated washrooms – currently temporary signage; plan for permanent signage
 - Removal – janitorial staff report when full and notify RMS; Cherie removes
 - In place a few weeks
 - Evidence of odours, disease, etc. if boxes don't get filled for a long time
 - When bins are changed, you take the whole bin out and they are removed and incinerated as-is
 - Full-mounted container for transit exchange – external options available that may be suitable for that environment
 - Currently finding approx. 1-2 month, mostly EME, ADM, Transit exchange
 - Warmer seasons and summer accommodations tend to result in increase in sharps found on campus
 - Residences might be another place for additional sharps containers
 - Concerns with outside boxes – have been stolen from in other locations
 - Possibility of smaller-sized metal boxes with disposable insides – to place in other buildings without concerns of used needles sitting for a very long time until boxes are filled

- Next students starting in May

5. Old Business

- 5.1 Centralised funding for committee-related training M. Majeran (10 min)
- Letter provided to Shelley Kayfish – Nov 15
 - How this relates to new legislation of committee training
 - How committee gets initial training
 - Funding for committee members to get training as required
 - Vancouver RMS
 - Department-funded by home department of employee but offer something that we wouldn't be able to offer – 1-day training that committee members are encouraged to attend; those who take advantage of training that costs money, home department is funded
 - Thoughts from committee on how we want that to look
 - i.e. application from fund or set amount every year
 - Next meeting – Adrian to bring legislation to next meeting so committee can examine and discuss as well as proposal
 - Will ask Worksafe officers for local interpretation of regs
 - Restructure of committees – provide to new committee members and anyone on existing committee who would like to take it
 - Concerns that committee may be losing something – i.e. have issues been thought through re: representation
 - What other models exist in Canada outside of BC for JOHSC
 - Suggestion to begin with review of what exists at other BC universities
 - Concern for losing cross-representation lens – suggestion for over-arching committee for “big picture” view of issues
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6. Standing Items

- 6.1 Building Inspections N. Ingram
(5min)
- 17/18 inspection schedule **updated** and circulated
- 6.2 Risk Management Services Report J. McLeod
RMS
(5min)
- 6.3 Campus Security Report T. Campbell (5min)
Campus Security
RMS and CS report to be attached; committee to review
Sidewalk from G Lot near Reichwald – no safe footpath – mud/slick
- 6.4 Courses/Seminars/Opportunities – update N. Ingram
(<5min)
- **RMS:**
 - Chemical Safety (Includes WHMIS)
 - Fri, Dec 14, 8:30-11:30am

- **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
 - Supervisor Responsibilities OHS Part 1
 - Dec 4 - Kelowna
 - Supervisor Responsibilities OHS Part 2
 - Dec 5 – Kelowna
 - Other courses 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, Dec 17, 11am-12pm

8. Adjournment

Moved/Seconded:

Addendum 1
Risk Management Services Incident Report Summary: Oct. 22 - Nov. 25, 2018
University of British Columbia (Okanagan Campus) Health and Safety Committee
November 26, 2018

2. Staff Accident/Incident Reports - Injury Reported - Oct. 22 - Nov. 25:

Oct. 25th: Two lab workers were standing in front of the lab's fermenting devices when a large waft of sewer gas hit them. They both experienced headaches instantly and evacuated the area. Previous reports of CO and H₂S levels associated with these odors have occurred.

Oct. 25th: A practicum student went to deliver an injection to a patient with little adipose (i.e. fatty) tissue. The student had proper psychomotor skills, but the patient had very little adipose tissue and the student poked through the patient's skin and then poked herself.

Nov. 2nd: A computer fell on a worker's foot. At the worker's height-adjustable (i.e. sit-stand) desk, the power bar for the computer was not attached and thus it "floated" as the desk was raised or lowered. Right before the incident occurred, the worker was lowering the desk. During this process, the power bar became pinned underneath the tower and the floor. With the desk in the downward motion the tower was lifted and the pins holding in place were disengaged. This caused the computer tower to come free and fall on the worker. A corrective action for this could be to ensure all power bars are secured to the desk, with enough cable available to not impede the operation of the desk.

Nov. 5th: A worker was servicing a light fixture in the ceiling above him when a piece of dust fell into his eye. Campus Security provided First Aid services by flushing the worker's eye with saline solution.

Nov. 5th: A worker was manually pushing a skid of light-weight materials when he felt a 'tweak' in his neck. Campus Security provided initial first aid, the worker then sought additional medical treatment.

Nov. 9th: A worker was attempting to open an exit door (worker indicated that this door had been 'sticky' in the past). She couldn't open it on the first try so tried again with increased force. The impact of the second attempt caused injuries to her shoulder. The worker submitted a work request to Facilities Mgmt to have the door serviced so it will open properly.

Nov. 15th: A worker was in the process of standing up at her desk. The computer cables that were hanging under the desk wrapped around her lower leg as she went to stand, and she tripped jarring her lower back. The computer cabling had become disconnected from the wall; they have since been re-affixed.

Nov. 15th: (student incident) - shortly before 5:00pm, a vehicle was exiting 'J' Lot turning left onto Alumni Ave towards Hindle Drive when it struck a pedestrian that was crossing the crosswalk from west to east. The pedestrian did not activate the flashing crossing lights. The driver could not see pedestrian in part because pedestrian was hidden behind the relatively thick 'A' pillar of the pick-up truck being driven. Multiple people commented that when Nonis Field lighting came on approx. 5 minutes later, the intersection was much more brightly lit. That being said, there is a street light immediately south of the crosswalk.

1. Staff Accident/Incident Reports - No Injury Reported - Oct. 22 - Nov. 25:

Nov. 2nd: At approximately 4:30pm on Friday Nov. 2, a worker discovered that a manufactured filter hose had failed. The worker isolated the leak and refilled the hydronic system. The department manager reviewed the incident Monday morning with the campus Charge Engineer and HVAC tech. This group developed recommendations to check all other filter hoses on campus; they also discussed if these filter hoses should be hard piped.

Nov. 8th: A variety of abandoned materials were discovered 'hidden' beside a dumpster on the south side of the EME Building; this was then reported to Risk Management Services. Through subsequent investigation, the 'owners' of the materials have been identified. RMS is working with the responsible parties to ensure that proper procedures are used in the future.

Nov. 20th: An inexperienced driver was reversing a cube truck when the truck box very slightly grazed the edge of a roof overhang; damage was minor/superficial.

Nov. 22nd: Lab technicians were servicing a piece of equipment when a spill of hydraulic oil occurred; the department's safety lead was contacted, he ensured that the spill was cleaned up immediately to mitigate the slipping hazard.

3. Statistics - Oct. 22 - Nov. 25:

First Aid Statistics:

Total staff reports (not including contractors or students): 8

- Work-related (sprain, strain, cut, contusion, bruise): 8
- 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: 2
- c) Pending Decision - Health Care Only: 0
- d) Pending Decision - Time Loss & Health Care: 0

Addendum 2
 Campus Security Incident Report Summary: Oct. 22 - Nov. 25, 2018
 University of British Columbia (Okanagan Campus) Health and Safety Committee
 November 26, 2018

Incident date Range: October 22, 2018 – November 26, 2018

First Aid / Medical Response: 3 total

<p>FACULTY / STAFF: 2 CONTRACTOR: 0 INCIDENTS FOR CONTRACTED STAFF</p>	<p>2 reports within the scope of the UHSC:</p> <ol style="list-style-type: none"> 1. On November 5, 2018 at approximately 1611 hours Facilities Staff walked in to the campus security office with a neck strain. Staff stated he was moving a pallet and "tweaked" his neck. First-aid performed a brief mobility assessment and advised staff seek follow up care, to which staff stated he had already contacted medical professional for further assessment. Modified duties was recommended. 2. On November 5, 2018 at approximately 1251 hours Facilities Staff walked in to the campus security office with a foreign object in his left eye. He stated he was doing overhead work when something entered his eye around 1000H on the same day. He stated he was wearing eye protection. Flushed the eye with sterile saline and advised staff additional care if the irritation did not subside. Patient assessment and WCB First Aid Record attached.
<p>1 INCIDENT FOR OTHER (I.E. VISITOR OR STUDENT)</p>	<p>1 report within the scope of UHSC:</p> <ol style="list-style-type: none"> 1. On November 15, 2018 at approximately reported visitor sitting on the ground at the transit exchange. Visitor to campus had fallen when disembarking a bus. He had a minor laceration above his right eye, and no other reported or observed injuries or symptoms. Initially the visitor denied medical attention, stating he was on new medication and still adapting to it. Wound was dressed, by first-aid attendant upon request (was not going to be provided transport unless dressed). Believed that fall was not the result of either UBC or bus conditions. <p><i>30 requests for first-aid outside the scope of the UHSC (sports injury, mental health, illness, drug/alcohol overconsumption)</i></p>

Incident date Range: October 22, 2018 – November 26, 2018

Hazardous Condition: 6 total

<p>6 REPORTS</p>	<p>6 reports within the scope of UHSC:</p> <ol style="list-style-type: none"> 1. November 25, 2018 0258 hours while on routine patrol security guard reported finding a syringe (does not appear to have a needle tip, or retracted) on the floor in ADMIN 024V. Pictures taken. Disposed of into a sharps container. 2. November 22, 2018 1707 hours writer received three separate reports of a vehicle doing donuts in lot: G. Vehicle information obtained and Campus Security followed up with driver. 3. On November 19, 2018 at 1807 hours staff reported that he had observed staff member driving through the Courtyard in a UBCO golf cart at excessive speed. Complainant stated he had to actively get out of the golf cart's way. 4. On November 20, 2018 at approximately 1200 hours student reported a tripping hazard on Discovery Ave fHe stated that he was walking along Discovery Ave from near the roundabout toward Arts and Science Center when he stepped off a curb that was obstructed by a pile of leaves and rolled his ankle. Reported to Facilities Management. 5. On November 5, 2018 at approximately 0953H Risk Management Services reported a vehicle speeding on Alumni Ave. Campus Security followed up with driver. 6. October 30, 2018 1416 hours writer was emailed a screen shot of a conversation reporting a vehicle vs pedestrian near miss reported by contractor. Campus Security followed up with driver of vehicle.
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Motor Vehicle Accident: 3 total

<p>3 REPORTS</p>	<p>3 reports within the scope of UHSC:</p> <ol style="list-style-type: none"> 1. On November 15, 2018 at 1645 hours pedestrian (a student) was struck by vehicle while in pedestrian crosswalk on Alumni Avenue/J lot. Driver inattention/fault, lighting, and pedestrian failure to activate crossing lights may all be a factor. Estimated that driver was driving at or less than speed limit. Incident currently under review. Pedestrian was transported to hospital. 2. On November 13, 2018 at approximately 1013 hours person reported that their vehicle had struck by a male on skateboard in H lot. She stated she was crossing the raised pedestrian crosswalk when another student, struck the rear driver side quarter of her vehicle. Pedestrian stated that he verbally declined being injured that he was able to walk away from the incident under his own power. She also denied noticing any damage to her vehicle. Both parties exchanged contact information at the scene. 3. On November 1, 2018 at 1057 hours: Staff member reported that his service vehicle was reversed into by another vehicle in M Lot. No injuries. Minor damage to both vehicles. Security attended to document and assess.
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Addendum 1 Building Inspection Schedule

Last updated: Oct 3, 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	Complete Oct 1, 2018	N
John Wagner, 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	Y
Shannon Hohl, Roger Wilson	Quonset Hut & Office		
Peter Urmetzter, 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	Completed Aug 8, 2018	Y