

THE UNIVERSITY OF BRITISH COLUMBIA | OKANAGAN
University Health and Safety Committee
Voting Members Minutes
Feb 25, 2019 @ 11:00am, Location ADM 006a

Hohl, Shannon	(BCGEU)	School of Engineering
Kane, Nicola	(BCGEU)	Campus Planning & Development
Majeran, Michelle	(BCGEU)	Health & Social Development, co-Chair
Zinz, David	(BCGEU)	School of Engineering
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
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
Michels, Cherie	(Ex-officio Member)	Risk Management Services

Regrets

Campbell, Troy	(M & P)	Campus Security
McLeod, Jason	(Ex-officio Member)	Risk Management Services

Recorder: N. Ingram

Chair: R. Bizzotto

1. Call to order and determination of quorum

2. Approval of Agenda

Approval of Agenda for Feb 25, 2019

Moved/Seconded: S. Hohl, D. Zinz

3. Approval of Minutes

Approval of minutes from Jan 28, 2018

Moved/Seconded: D, Zinz, G. Guttman

4. New Business

- | | | |
|-----|---|---------------------|
| 4.1 | First Aid and Insurance Reporting
See PowerPoint – circulated with minutes | A. Hingston (15min) |
| 4.2 | Cannabis/tobacco use on campus
• Deferred to next meeting | R. Wilson & Guests |

5. Old Business

- | | | |
|-----|--|---------------------|
| 5.1 | Area Inspection Recommendations
• Template for building inspections – Okanagan vs Vancouver
○ Recommendation to stick with current Okanagan template vs. Vancouver one | A. Hingston (5 min) |
|-----|--|---------------------|

- Does committee feel strongly re: committee members doing inspections of public areas?
- Regulatory language re: area inspections generally very performance based
 - Exception is certain equipment where operator would be responsible for inspections
- Committee not responsible for doing inspections by regulation but has ability to participate
 - Space users have better idea of what happens in “between” times
- Current process for labs
 - RMS asks lab users to have an inspection process but do not provide template for user group inspections
 - RMS inspections of labs involve detailed template
 - Those places that are asked to inspect every year are provided an inspection report template
- RMS recommendation: UHSC available for inspection support
 - RMS would provide administration/coordination for program
 - Committees may wish to continue inspecting public areas that have no real owner
 - Challenge of coordinating buildings with multiple user groups
- EMMS systems may provide tool for inspections

5.2 Training Opportunity Survey A. Hingston (10 min)
Circulated this morning – questions on sliding scale to indicate priorities

6. Standing Items

6.1 Building Inspections N. Ingram (5min)
• 17/18 inspection schedule **updated** and circulated

6.2 Risk Management Services Report
RMS
To be attached as Addendum 1 A. Hingston OBO J. McLeod (5min)

6.3 Campus Security Report A. Hingston OBO T. Campbell (5min)
Campus Security
To be attached as Addendum 2

6.4 Courses/Seminars/Opportunities – update N. Ingram (<5min)

- **RMS:**
 - Chemical Safety (Includes WHMIS)
 - Fri, March 1, 8:30-11:30am
 - **RMS course registration:**
<http://riskmanagement.ok.ubc.ca/register.html>
- **BCFed Health & Safety Centre:** <https://www.healthandsafetybc.ca/course-calendar> (all courses run 8:30-4:30)
 - Occupational Health & Safety Pt 1 – June 25 and Nov 26 (Kelowna)
 - Mental Health & CSA Standard – June 25 (Kelowna)
 - Improving Committee Effectiveness – June 26 (Kelowna)
 - Workplace Bullying & Harassment – June 26 (Kelowna)
 - Improving Committee Effectiveness – Nov 19 (Kelowna)
 - Occupational Health & Safety Pt 2 – Nov 26 (Kelowna)
 - Incident Investigations – Nov 28 (Kelowna)
- **Mental Health Commission of Canada**
 - Conference – Mental Health in the Capital 2019
 - April 8-9, 2019

- Note that this course is not eligible for 8-hour annual leave entitlement, but may be of interest to some on the committee

7. Date for next meeting:

March 25, 11am-noon

8. Adjournment

Moved/Seconded: G. Guttman, C. Guenard

Addendum 1
Risk Management Services Incident Report Summary: Jan. 28 - Feb. 22, 2018
University of British Columbia (Okanagan Campus) Health and Safety Committee
February 25, 2019

1. Worker Accident/Incident Reports - Injury Reported - Jan. 28 - Feb. 22:

Feb. 14th: A worker was walking from her car to her office when she slipped on ice in parking lot G. First aid treatment was not sought. Post-incident symptoms include muscle strains and bruising.

Feb. 22nd: A worker was walking from her car to her office when she slipped on ice in parking lot F. First aid treatment was not sought. No immediate post-incident symptoms had developed by the time the incident report was written as it was submitted shortly after the incident occurred, but the worker followed up with medical services later in the day as she is currently pregnant.

2. Worker Accident/Incident Reports - No Injury Reported - Jan. 28 - Feb. 22:

No reports submitted.

3. Statistics - Jan. 28 - Feb. 22:

First Aid Statistics:

Total worker 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:

- Approved - Health Care Only: 0
- Approved - Time Loss & Health Care: 0
- Pending Decision - Health Care Only: 0
- Pending Decision - Time Loss & Health Care: 0

Addendum 2
Campus Security Report
University of British Columbia (Okanagan Campus) Health and Safety Committee
February 25, 2019

Incident date range: January 28, 2019 – Feb 25, 2019

First Aid / Medical Response: 7 total

FACULTY / STAFF: 0 CONTRACTOR: 0 INCIDENTS FOR CONTRACTED STAFF	0 reports within the scope of the UHSC: <i>0 requests for first-aid outside the scope of the UHSC (e.g. sports injury, mental health, illness)</i>
7 INCIDENT FOR OTHER (I.E. VISITOR OR STUDENT)	1 report within the scope of UHSC (visitor) On February 8, 2019 at 2158H an student called and requested first aid attend for his friend, also a student had a cut on his hand that was bleeding. He stated they were standing outside the RHS building. EFRT and Campus Security were dispatched to attend. He reported that the patient, later identified as student had been walking down the hill behind RHS in an unmaintained, off path area, and had slipped and fallen, receiving minor lacerations to his knuckles on his right hand. EFRT cleaned the wound and bandaged it and the patient departed the area. <i>9 requests for first-aid outside the scope of the UHSC (e.g.sports injury, mental health, illness, drug/alcohol overconsumption)</i>

Hazardous Condition: 6 total

6 REPORTS	6 reports within the scope of UHSC: <ul style="list-style-type: none"> • On February 9, 2019 at 0536H Security Personnel reported that the green construction fencing along University Way in front of the Commons had been knocked over by the wind along most of the length of the Commons building. He stated he had attempted to lift the fence but found it too heavy and unwieldy. The writer submitted work order 59200 for the incident. • On February 9, 2019 at 0240H the writer found the barricade restricting access to University Way at the F Lot entrance to be knocked over. It appeared to have been pushed over due to the high winds blowing through Campus. The writer replaced the barricade and braced it with a traffic drum to keep it standing. • On February 2, 2019 at 0630 hrs Campus security was advised of a motor vehicle accident on highway 97. The accident impeded access to campus, Security Personnel were advised by RCMP that traffic would be rerouted through campus. University way access unlocked as per request by RCMP. Security and Parking Services staff providing Traffic control at University way to assist and notify pedestrians of road open to vehicle traffic. • On 31 January 2019 at 1730h Staff member a near miss while walking near the Discovery Ave. round-a-bout. Vehicle sped up and seemed to veer towards her. Staff stated that the civic headed up the hill towards the upper residences. • On 30 January 2019 security dispatch began to lose computer based functions including phones, CCTV, MITEL/Internet system, Insight system etc. Security dispatch notified RCMP, BCAS, KFD, & Residence Life staff and provided personal and work cell phone numbers as alternate contact methods. Security dispatch instructed both guards to continue interior and exterior patrols, and EFRT to begin common space patrols (gym etc..) for people that may need Campus Security but unable to contact due to system outage. Systems restored at approximately 2000 hours that evening. • On 30 January 2019 at 1350h an food services contractor employee who refused to provide his name, reported food services contractors smoking near the Diesel generator in the shipping receiving area of the Sunshine Cafe. Security guards have been instructed to increase patrols in that area and instructed contractors to smoke in designated smoking areas (gazebos)
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**Addendum 3
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	Y
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	Complete	Y
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