

THE UNIVERSITY OF BRITISH COLUMBIA | OKANAGAN
University Health and Safety Committee
Voting Members Minutes
May 27, 2019 @ 11:00am, Location ADM006a

Kane, Nicola	(BCGEU)	Campus Planning & Development, co-Chair
Oslund, Stephanie	(BCGEU)	School of Engineering OBO Shannon Hohl
Zinz, David	(BCGEU)	School of Engineering
Vacant	(UBCFA)	
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

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

Campbell, Troy	(M & P)	Campus Security
Hohl, Shannon	(BCGEU)	School of Engineering
Majeran, Michelle	(BCGEU)	Health & Social Development
Wagner, John	(UBCFA)	Community Culture & Global Studies

Recorder: N. Ingram

Chair: R. Bizzotto

1. Call to order and determination of quorum

2. Approval of Agenda

Approval of Agenda for May 27, 2019
Moved/Seconded: D. Zinz, G. Guttman

3. Approval of Minutes

Approval of minutes from April 29, 2019
Moved/Seconded: G. Guttman, N. Kane

4. New Business

- 4.1 NAOSH Summary and Prize Draw A. Hingston (5 min)
- Event stats:
 - 22 attendees at 3 lunch and learns
 - 11 Instagram followers for emergency events on campus
 - 30 colouring contest entries – see attached
 - Future plans:

- HSE working with CCSE re: seminar in Oct/November – normally done for NAOSH week, but happening later this year due to retirement of HSE contact and event organizer at WorkSafe
- Topics to be decided: contact HSE with any items of interest or awareness re: occupational health and safety
- WorkSafe does bulk of work re: speakers, etc.
- Can invite UBC contractors, etc. to participate

4.2 Committee info: AED Program

J. McLeod/A. Hingston

- Funding to change current AED program to public facing/publicly accessible
- Current program:
 - 11 AEDs total
 - 1 Security (roving)
 - Others at GYM and within certain faculties
- Changes:
 - HSE will incorporate existing AEDs into maintenance program
 - AEDs will be made accessible to public/campus community – to be used both by those who are trained and general community as needed
 - Purchase additional 4-5 AEDs along with 8 cabinets to increase number of AEDs on campus
 - AEDs to be placed in areas on campus that are determined to have highest risks (HSE evaluation ongoing)
 - Assembly areas – i.e. gym, sport fields
 - Quonset – due to population of older works
 - Common areas – i.e. foyers, cafeterias
 - Put in areas where workers can hear alarm and contact security
 - Cabinets are alarmed locally but not connected to overall security system
 - None currently in residences but this is eventual goal (suggested location: residence offices)
 - Current goal to have AED within 2-minute walk from anywhere on campus; eventually to have one per building
 - Training to be provided to community specific to UBC devices
 - Once AED is used, data typically goes with patient to hospital; pads can be replaced and device put back into use

5. Old Business

5.1 JOHSC Update

A. Hingston (5 min)

- Variation request presented to WorkSafe BC
 - WorkSafe requested additional documentation; may be challenging to meet requirements in short term, could be an additional several months
 - In the meantime HSE is looking to gather information and confirm current understandings:
 - HSE understanding from when this came up in November 2018 meetings – this was preferred structure of committee members as long as committees have way of communicating
 - When originally presented (2017/18) was presented to committee as informational, not requesting input
 - Committee members present at this meetings are supportive of changes, provided that provisions for communication between committees are built into TOR of each new committee
 - To discuss at next meeting when some regular members are back – keep as standing item for next 2 months

- 5.2 Cannabis & Tobacco committee – HSE membership request A. Hingston (<5 min)
- Committee will be chaired by R. Einarson, G. Henderson, I. Cull
 - However, no mandate or membership yet confirmed
 - Awaiting mandate before pursuing request for HSE membership further; HSE to keep group apprised
 - Group will be campus-specific body to advise exec team re: tobacco, cannabis, vaping
 - Advice re: policy, funding, education opportunities
 - No concerns from committee right now about how gazebos etc. are being handled – there has been mention of some concerns from students, but none officially brought forward by students, faculty or staff
- 5.3 Committee evaluation
- First committee evaluation: some items where committee needs work
 - Suggestion from chairs to revisit items where committee needs improvement or doesn't "check the boxes" – standing item to review how committee is functioning
 - A. Hingston to circulate evaluation document to committee again
 - Committee to review and identify which item(s) are of top concern and should be reviewed first as we make our way through each item
 - i.e. accident investigations – review investigations and determine whether actions are appropriate; follow up after investigation to make sure required actions occur

6. Standing Items

- 6.1 Building Inspections N. Ingram (5min)
- 17/18 inspection schedule updated and circulated
 - CHP inspection - deferred T. Campbell/N. Kane
- 6.2 Health Safety and Environment Report
HSE
To be attached as Addendum 1 J. McLeod (5min)
- 6.3 Campus Security Report
Campus Security
To be attached as Addendum 2 T. Campbell (5min)
- 6.4 Courses/Seminars/Opportunities – update N. Ingram (<5min)
- **HSE:**
 - Chemical Safety (Includes WHMIS)
 - Tuesday, July 9, 11:30am-2:30pm
 - Thursday, Aug 29, 8:30-11:30am
 - Thursday, Sept 5, 12:00 noon-3:00pm
 - Thursday, Oct 17, 12:30-3:30pm
 - Lab biological safety:
 - Tuesday, Sept 10, 8:30am-12:30pm
 - Tuesday, Oct 15, 11:30am-3:3-pm
 - **HSE course registration:**
<http://riskmanagement.ok.ubc.ca/register.html>
 - **Employers' Advisors Office Seminars:**

- Listing of courses offered by webinar. For a full list of courses including those offered in person, see: <https://eao-employersseminars.labour.gov.bc.ca/Seminars>
- New Joint Committee Members #2 Right to Refuse, Consultation and Making Recommendations
 - Seminars are currently full but a waitlist is available.
- New Joint Committee Members #3 – Inspections and Investigations
 - Seminars are currently full but a waitlist is available.
- New Joint Committee Members #4 – Committee Evaluations and Assessing Training Needs
 - Seminars are currently full but a waitlist is available.
- Committee members are asked to submit confirmation of their confirmation in training opportunities in order to remain in compliance with WorkSafe requirements re: training records.

7. Date for next meeting:

July 22, 11am-noon

8. Adjournment

Moved/Seconded: N. Kane, G. Guttman

Addendum 1

Dept. of Health, Safety & Environment - Incident Report Summary: April 29 - May 26, 2019
University of British Columbia (Okanagan Campus) Health and Safety Committee
May 27, 2019

1. Worker Accident/Incident Reports - Injury Reported - Apr. 29 - May 26:

May 2nd: A worker was walking down the stairs of a tiered lecture theatre. She thought she had passed the final stair and went to step flat but there was actually one more stair. She therefore stepped awkwardly, twisting her ankle and falling on her hands and knees. Campus Security provided first aid treatment. The worker subsequently visited a doctor. Modified duties to limit physical activities until the injuries subside were offered and accepted. A WorkSafeBC claim for healthcare is pending.

May 8th: A worker was performing a preventative maintenance task on a door hinge; he was spraying automotive brake cleaner on the hinge and then using a wire brush to dislodge build up. During this process, some of the brake cleaner got behind his glasses and into his right eye. The worker called his supervisor and they utilized the eye wash station that is in the building where the work was being performed. Campus Security was called and attended to assist in the treatment. After flushing the eye until the eyewash station ran out of saline, the worker left to attend a walk-in clinic for a burn on his eye lid; the doctor at the clinic provided drops and indicated to take the rest of day off. No additional time was missed from work beyond the day of the injury; a WorkSafeBC healthcare claim is pending.

May 14th: A worker cut their left-hand index finger while using a scraping device to remove a 3D printed part. The worker received first aid treatment from Campus Security and then visited a medical clinic to have the laceration looked at as well as to receive an updated tetanus shot. One day of work was missed after the incident date; a WorkSafeBC claim is pending.

2. Worker Accident/Incident Reports - No Injury Reported - Apr. 29 - May 26:

May 10th: A worker was using an overhead crane when the crane's limit switch was bumped and a trigger became bent. No injuries occurred as a result of this incident. The type of lift being attempted has been determined to be beyond the capacity of the crane and thus alternate solutions are being sought (i.e. use different equipment to perform the task).

May 10th: A paid student went to plug in a tool into a receptacle. When the prongs were inserted there was an electrical arc created within the male end of the plug. The plug blew apart slightly and the paid student had burn marks on their nitrile gloves. There was no physical injury to the worker. The plug, although CSA approved, does not support the wire. Over time with incorrect use (user pulling on the cord rather than the plug to unplug) the connection within the plug become worn and loose. When this user went to plug in, the damaged unit arced. Upon viewing the plug, it is not known whether a more thorough inspection before use would have presented the issue. The part was replaced by a better male plug. Supervisors were contacted and the situation was described and request that they speak with all their students on inspection of electrical equipment before use, and how to properly unplug plugs from the receptacle. This training was immediately provided to the paid student and witness of this event.

May 13th: A contracted garbage truck was working on Lower Residence Lane when a hydraulic pump on the truck failed while lifting a dumpster, spilling hydraulic fluid onto the road, onto a staircase and into a plant bed with trees. The garbage truck operator indicated that the spill kit that was usually with his truck was missing and thus the contractor sent additional workers to the UBCO site with a spill kit. UBCO HSE assisted with the spill clean-up. Observations indicated that no hydraulic fluid entered the storm water/pond system.

May 15th: A mechanical system in the main EME mechanical room leaked; a large portion of the liquids that leaked entered the sewer system. The liquid was mostly water with a lesser component of propylene glycol. The spill was reported to the City of Kelowna.

3. Statistics - Apr. 29 - May 26:

First Aid Statistics:

Total worker reports (not including contractors or students): 3

- Work-related (sprain, strain, cut, contusion, bruise): 3
- 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: 2
- Pending Decision - Time Loss & Health Care: 1

Addendum 2
Campus Security- Incident Report Summary: April 29 - May 26, 2019
University of British Columbia (Okanagan Campus) Health and Safety Committee
May 27, 2019

To be attached upon receipt.

**Addendum 3
Building Inspection Schedule**

Last updated: May 27, 2019

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		Y
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 Urmetzler, Chris Guenard	Reichwald Health Sciences	Completed June 20, 2018	Y
Roger Bizzotto, Nicola Kane	Similkameen & Valhalla Residences		Y
Lisa Moralejo, Michelle Majeran	University House & Portable A	Completed Aug 8, 2018	Y