



UBC Okanagan AVPFO JOHSC  
Minutes

Meeting information:	Date & Time:	2021/03/22, 11:00am	
	Location:	virtual meeting via zoom	
	Call to Order:	11:00am	
	Adjournment:	12:05pm	
Previous meeting date:	2021/02/222	Next meeting date & time:	2021/04/26 11:00am

Committee members, advisors, guests, etc. (indicate co-chairs):	Name:	Role:	Present (Y/N):
	Nicola Kane	BCGEU – Campus Planning	Y
	Jennifer Ma	BCGEU – Parking Services	Y
	Connor McGoran	BCGEU – Facilities Management	Y
	Chris White	BCGEU – Facilities Management	Y
	Roger Bizzotto	Facilities Management	Y
	Troy Campbell	Campus Security	
	Guy Guttman	SHHS	Y
	Adrian Hingston	Health, Safety & Environment ( <i>Committee Resource</i> )	Y
	Natalie Ingram	Campus Operations & Risk Management ( <i>Committee Resource</i> )	Y
Is quorum achieved? (minimum of 4 voting members: # worker reps ≥ # employer reps) Y / N			Y

Motion to adopt previous meeting's minutes:	Connor M	Seconded:	Guy and Nicola
Motion to adopt current meeting's agenda:	Connor M	Seconded:	Guy and Nicola

	Informal inspections conducted	Formal inspections conducted	Recommendations made to employer
This period			
Year-to-date			

Report Categories	Details
Incidents (reporting on previous month)	<ol style="list-style-type: none"> <li>1. Drain pipe in RHS deteriorated due to substance sitting in P trap for too long. Education on what can and can't be poured down drain</li> <li>2. Student poked themselves with a clean needle while reaching into drawer</li> <li>3. Worker walking from parking lot to office, slipped on sidewalk, fell and hit elbow and lower back. Didn't seek campus first aid, but went to medical later in the day.</li> <li>4. Grad student bumped bottles in lab, spilled chemicals</li> <li>5. CRMS reported workday doesn't allow for proper addressing for packages. Hazardous materials were accidentally delivered to staff's office and not to the lab</li> </ol>
Inspections	
Other OHS reports	



HSE Program Update	
Training and Education	<ul style="list-style-type: none"> <li>• Training part 1 is up, Okanagan version.</li> <li>• Training part 2 will be completed and posted within a month</li> </ul>
Annual Reviews	<ul style="list-style-type: none"> <li>• 2020 Annual Report - Adrian Hingston</li> </ul>
Resumption Updates	<ul style="list-style-type: none"> <li>• Resumption is gearing up for the fall term, but nothing confirmed yet.</li> <li>• Stepping up gatekeeper activities</li> <li>• Mask compliance in common areas needs to increase</li> </ul> <p>Adrian Hingston/Natalie Ingram</p>

Old Business	Item #		Who	Target date
		<ul style="list-style-type: none"> <li>• JOHSC training part II to be completed by HSE <i>Status: In progress</i></li> </ul>	Adrian Hingston	
		<ul style="list-style-type: none"> <li>• Proposed inspection program <i>Status: In progress</i></li> </ul>	Adrian Hingston	
	NB-20/11/23-09	<ul style="list-style-type: none"> <li>• Traffic review of Knowledge Lane area <i>Status: In progress</i></li> </ul>	A. Hingston, R. Bizzotto	May 24, 2011
	21/02/22-01	<ul style="list-style-type: none"> <li>• Committee decision re: additional seat on committee for Food Services</li> <li>- Add member of food services, but no new voting spot</li> <li>- Adrian to go back to FS and ask them to identify worker</li> <li>- Should student employees have a spot on committees <i>Status: In progress</i></li> </ul>	Adrian Hingston Guy Guttman Connor McGoran	

New Business	Item #		Who	Target date
		<ul style="list-style-type: none"> <li>• How do we engage our community</li> <li>• Possibly put an email out to our departments calling for any topics to be discussed</li> </ul>		
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		•		
		•		

Injuries					
	Incidents	Near misses	First aid only	Medical aid only	Lost-time injuries
This period					
This period last year					
Year-to-date					

Monthly Distribution and Posting of Approved Meeting Minutes (Required):

- Responsible VP
- All JOHSC members
- Online (<https://hse.ok.ubc.ca/committee/>)
- Posted on any Safety Bulletin Boards (if applicable)