



UBC Okanagan AVP Provost & VP Research JOHSC

Meeting information:	Date & Time:	2022/03/29 @ 11:00 am	
	Location:	virtual meeting via zoom	
	Call to Order:	11:06 am	
	Adjournment:	12:00 pm	
Previous meeting date:	2022/02/22	Next meeting date & time:	2022/04/26

Committee members, advisors, guests, etc. (indicate co-chairs):	Name:	Role:	Present (Y/N):
	Stephen O’Leary	Worker rep - ENGINEERING	Y
	Kathy Rush	Worker rep - FHDS	Y
	Praveen Rajan	Worker rep - ENGINEERING	Y
	Kristin Schuppener	Employer rep - EDUCATION	Y
	Barb Jackson	Employer rep - IKBSAS	Y
	Deanna Roberts	Employer rep - COGS	Y
	Rebecca Cowell	Resources - HSE	Y
	Adrian Hingston	Resources - HSE	Y
	Melissa Torney	Resources - HSE	Y
Is quorum achieved? (minimum of 4 voting members: # worker reps ≥ # employer reps) Y / N			Y

Motion to adopt previous meeting’s minutes:	Kristin Schuppener	Seconded:	Kathy Rush
Motion to adopt current meeting’s agenda:	Barb Jackson	Seconded:	Deanna Roberts

	Informal inspections conducted	Formal inspections conducted	Recommendations made to employer
This period	0	1	0
Year-to-date	0	1	0

Report Categories	Details
Incidents (reporting on previous month)	<p>February Incidents</p> <ol style="list-style-type: none"> 1) Food services worker <ul style="list-style-type: none"> ○ burn from hot pot. On-site first aid treatment 2) Contractor Assault – UNC Building <ul style="list-style-type: none"> ○ Assault occurred just past 5am between two contract workers. Victim was treated on site by OFA 2 & Paramedics. Transported to hospital but succumbed to injuries. ○ While not required because it was an incident with a contractor, a 30-day investigation report has been completed by UBC. ○ Because this was an RCMP scene, UBCO was not able to do what we usually do during incidents



	<ul style="list-style-type: none"> ○ Supports offered for community and staff ○ UBCO procedures for security patrols were all being followed. Determined there were no discrepancies. ○ Recommendations: Review final investigation reports by two contractors. Factor any relevant information to identify any workers that may be at risk. Provide risk assessments to our contractors so they can update their risk assessment and to integrate theirs with ours. Coordinate contractor supervision protocols with UBCO's protocols. ○ Questions surrounding "working alone" procedures – As per Worksafe BC, the security guards are not classified as working alone as they are in constant contact with dispatch and other guards. This topic is being explored more with Worksafe. <p>Follow up on December incident involving security vehicle and Transit bus</p> <ul style="list-style-type: none"> ● There was damage to the vehicle and repairs are going through the contractor's insurance. No further involvement from our JOHSC is needed
Inspections	<p>Lab inspections</p> <ul style="list-style-type: none"> ● One inspection in February: Dr. Arjmand in IP1 ● No specific event prompted inspection besides the lab in IP1 being a new set up <p>Target of 1-2 Formal inspections per month Informal inspections to occur during general lab visits Training to be developed for new staff in lab environments for safety and procedures</p> <p>Monthly safety topic: Sharps & Glass</p>
Other OHS reports	
HSE Program Update	
Training and Education	
Resumption Updates	

Old Business	Item #		Who	Target date
		<p>Safety in stairwells</p> <ul style="list-style-type: none"> ● Stairwell audit happening in the coming months. Assessing lighting and signage. ● Campus planning is working on sign recommendations to identify which floors you can access or exit from 	Joan Bottorff	TBD
	2022.001	<p>Safety in Food Services</p> <ul style="list-style-type: none"> ● RC and AH discussed with Food Services reps in JOHSC AVPFO ● Training requirements to be explored. 	Rebecca Cowell Adrian Hingston	March



	2022.002	Gas Safety training program Postponed <ul style="list-style-type: none">Manual and course being developed	Stephen O'Leary Cherie Michels Barb Jackson	
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New Business	Item #		Who	Target date

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

- Responsible VP
- All JOHSC members
- Online (<https://hse.ok.ubc.ca/committee/>)