



UBC Okanagan AVP Provost & VP Research JOHSC

Meeting information:	Date & Time:	2023/03/28 @ 11:00 am	
	Location:	virtual meeting via zoom	
	Call to Order:	11:04	
	Adjournment:	11:53	
Previous meeting date:	2023/02/28	Next meeting date & time:	2023/04/25

Committee members, advisors, guests, etc. (indicate co-chairs):	Name:	Role:	Present (Y/N):
	Stephen O’Leary	Worker rep - ENGINEERING	Y
	Francois Miros	Employer rep - ENGINEERING	Y
	Kathy Rush	Worker rep - FHDS	Y
	Praveen Rajan	Worker rep - ENGINEERING	Y
	Kristin Schuppener	Employer rep - EDUCATION	Y
	Ieva Zigg	Employer rep - IKBSAS	Y
	Adrian Hingston	Resources - HSE	N
	Cherie Michels	Resources - HSE	Y
	Alison Ward	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:	K. Rush	Seconded:	F. Miros
Motion to adopt current meeting’s agenda:	K. Schuppener	Seconded:	F. Miros

Report Categories	Details
Incidents (reporting on previous month)	<ul style="list-style-type: none"> • See Addendum 1 – report for incidents in February <ul style="list-style-type: none"> ○ Re: slip and fall incidents – HSE received letter from Facilities Management stating commitment to snow and ice removal, including weekend service during exams and any other times when mandatory attendance is required ○ Re: electrical wire incident – was due to student’s personal charging cord with exposed wires



<p>Inspections</p>	<ul style="list-style-type: none"> • See Addendum 2 – building inspections. Final inspection from 2022 was completed for Fipke building by K. Schuppener and S. O’Leary on March 2 • Lab inspections for March: checking Chemical Safety training <ul style="list-style-type: none"> ○ SALTO access audit completed for labs where hazardous materials are stored or used, and cross-checked with training records. Summarized by building: <table border="1" data-bbox="414 546 1477 882"> <thead> <tr> <th colspan="7">Percent Completion</th> </tr> <tr> <th rowspan="2">Building</th> <th colspan="3">Chemical Safety</th> <th colspan="3">Hazardous Waste Management</th> </tr> <tr> <th>Total</th> <th>Students</th> <th>Employees</th> <th>Total</th> <th>Students</th> <th>Employees</th> </tr> </thead> <tbody> <tr> <td>ASC</td> <td>60</td> <td>73</td> <td>31</td> <td>21</td> <td>23</td> <td>18</td> </tr> <tr> <td>EME</td> <td>73</td> <td>86</td> <td>37</td> <td>13</td> <td>15</td> <td>10</td> </tr> <tr> <td>FIPKE</td> <td>50</td> <td>65</td> <td>14</td> <td>17</td> <td>18</td> <td>15</td> </tr> <tr> <td>RHS</td> <td>19</td> <td>30</td> <td>14</td> <td>9</td> <td>10</td> <td>9</td> </tr> <tr> <td>SCI</td> <td>40</td> <td>57</td> <td>7</td> <td>16</td> <td>16</td> <td>15.2</td> </tr> </tbody> </table> <ul style="list-style-type: none"> ○ Hazardous Waste Management training is not mandatory but very useful ○ WHMIS training expires every 2 years and must be re-taken. Reminder that UBCO/UBCV training is site-specific and is transferable, but other institutions may not necessarily cover all items required for working in campus labs ○ Notification is sent to Department Heads on required training and re-training. It is legally the responsibility of Supervisors to ensure students are trained, to inform on available course times, and to follow up on non-compliance ○ Going forward, SALTO keys will not be provided until training is completed <ul style="list-style-type: none"> • Monthly Safety Topic: Compressed Gas Safety <ul style="list-style-type: none"> ○ SALTO audit completed for those with access to compressed gas storage, to be cross-checked with training records ○ New training course will be available shortly ○ Going forward, SALTO access will be revoked for those not compliant 	Percent Completion							Building	Chemical Safety			Hazardous Waste Management			Total	Students	Employees	Total	Students	Employees	ASC	60	73	31	21	23	18	EME	73	86	37	13	15	10	FIPKE	50	65	14	17	18	15	RHS	19	30	14	9	10	9	SCI	40	57	7	16	16	15.2
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<p>Other OHS reports</p>	<ul style="list-style-type: none"> • Laboratory Inventory Program <ul style="list-style-type: none"> ○ Purpose is to identify all hazardous spaces at UBCO ○ Aiming to complete this summer; will align with inspections 																																																							
<p>HSE Program Update</p>																																																								
<p>Training and Education</p>	<ul style="list-style-type: none"> • Safety and Risk Services Occupational Sensitization Seminar – March 10 (virtual) <ul style="list-style-type: none"> ○ Presentation by Karen Bartlett, Professor of UBC School of Population and Public Health ○ Seminar was recorded and will be made available at future date. C. Michels to share with committee • HSE Emergency Fire Warden training course now available on WPL 																																																							



Old Business	Item #		Who	Target date
	2023.01	<p>JOHSC Member Training JOHSC fundamentals training is a requirement for all members of JOHSC members. This is a WorkSafe BC requirement. Historically there have been many opportunities to complete this training, however not specific to UBC programs. HSE has now finalized the second part of the Fundamentals training for JOHSC members so that both Part 1 and Part 2 are more applicable to UBC Safety Processes.</p> <p>The JOHSC Fundamentals training program can be accessed at: JOHSC Fundamentals UBC-O - UBCO - Health, Safety and Environment</p> <ul style="list-style-type: none"> Completed: Francois Miros, Ieva Zigg Completed former version of this course: Kathy Rush, Kristin Schuppener, Praveen Rajan <p>If you have already done part 1 and would like to just take part 2, it can be accessed at: UBCO - JOHSC Fundamentals Part 2 - UBCO - Health, Safety and Environment</p> <ul style="list-style-type: none"> Completed: Francois Miros, Ieva Zigg Completed former version of this course: Kristin Schuppener, Praveen Rajan, Ieva Zigg Completed Equivalence: Kathy Rush 	Chairs	

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/>)



Addendum 1

Dept. of Health, Safety & Environment - Incident Report Summary: February 1-28, 2023
University of British Columbia - Okanagan Campus JOHSCs
March 15, 2023

Worker / Practicum Student Incidents					
	Incidents	Near Miss / No Injury	First Aid	Medical Treatment	Lost-time injury
Revision for Jan. 2023	13	2	3	2	6
Comparison – Jan. 2022	5	0	1	2	2
This period (Feb. 2023)	14	7	2	3	2
This period last year (Feb. 2022)	2	0	1	0	1
Year-to-date (2023)	27	9	5	5	8
Year-to-date (2022)	7	0	2	2	3

1. Worker/Practicum Student Accident/Incident Reports:

Jan 17th (AVP PROV VPR): Incident severity was changed from “Incident only” to “Time Loss” (2023/03/07) / Injury. Fall on same level. A worker tripped when getting up out of a cramped office space (there is a pillar in the area that adds to congestion). While in the process of tripping, they hit their head into the adjacent office door while opening it. The severity of the incident was changed on March 7th. Office layout changes were made on March 10th to reduce congestion in the workspace.

Feb 1st (AVP PROV VPR) Medical treatment / Injury. Fall from elevation. A practicum student went to a rock climbing gym as part of their practicum process. They were climbing in an area that did not require a person to be secured by a rope. They were at the top of wall when they dropped onto the soft mat and landed incorrectly onto their extended arm (instead of correctly falling onto their back). After falling onto their arm from a high place, their elbow area felt painful. They went for medical follow-up which indicated that there was no presence of a bone fracture but there were injuries to the surrounding soft tissue.

Feb 1st (AVP FINOP): Incident only / Injury. Struck by. A metal handle was put on the top of a storage shelf. A worker who was not aware of the location of the metal handle was moving a full box of cookies off of the shelf when the metal handle fell off and hit the worker in their back/ribs.

Feb 3rd (AVP FINOP): Time loss / Injury. Musculoskeletal injury. A worker was washing dishes when they moved quickly and felt a sharp pain in their shoulder and neck.

Feb 6th (AVP PROV VPR): Incident only / No injury. Exposure to chemicals. A containment device containing a bottle of chemical was delivered directly to a lab. This can contained a 1L bottle of Chloroform, which turned out to be broken. The student in the lab who first come into contact with the container immediately recognized that the inner bottle was compromised so they placed the bottle in a chemical fume hood and contacted the lab’s technician. The lab technician then called HSE to report the situation.

Feb 7th (AVP FINOP): Medical treatment / Injury. Musculoskeletal injury. A worker was pushing a dish caddy cart to different stations. The worker lifted a stack of 10 bowls and felt pain in their lower back.



Feb 7th (AVP PROV VPR): Incident only / No injury. *Exposure to radiation*. A worker ordered a device that contains a small, sealed radioactive component. Apparently the overall device was shipped separately from the radioactive component, and the ordering party was not notified when the radioactive component was delivered to their lab. A practicum student opened the exterior packaging of the shipment and when they saw that it wasn't for them, they simply placed it on a shelf in the lab without telling anyone about it. The worker who ordered the device then learned about 4 months later that it had actually been delivered and was in their lab. HSE was engaged to arrange "leak testing" on the internal package – this test confirmed that no radioactivity had leaked out of the internal packaging during the time it was sitting on the shelf in the lab.

Feb 8th (AVP FINOP): Incident only / No injury. *Minor laceration*. A worker was using a wooden-handled broom when they received a sliver from the broom handle. The handle was disposed of after the incident.

Feb 9th (AVP FINOP): Incident only / No injury. *Fall on same level*. A worker was walking across Parking Lot G when they slipped and fell on a patch of ice that was hidden by fresh snow.

Feb 13th (AVP PROV VPR): Incident only / Injury. *Contact with Electric Current*. A paid student was plugging in a laptop charging cord with their left hand holding the plug and the right hand holding a section of the cord that had exposed wires (exposed from daily use). The exposed section of the cable/underlying wire contacted the paid student's iron ring, and resulted in an electrical short & arcing. There was some discoloration on the paid student's hand where ring is located, but appeared to be soot that was easily washed off. The paid student appeared to be in okay condition afterward; they were advised to purchase a new charging cable for their laptop.

Feb 13th (AVP FINOP): Incident only / No injury. *Fall on same level*. A worker was Walking from IP1 to Lot H. The black asphalt surface had a light sheen at the time, which turned out to be ice. The worker slipped and fell forward onto their knees, and their glass cup fell out of their bag and was damaged. Once the worker reached the concrete pathway, the ground did not have ice. The asphalt kept the ice longer than the concrete surface.

Feb 16th (AVP PROV VPR): Medical treatment / Injury. *Puncture / Needle Stick*. A practicum student was working in glovebox using a syringe to withdraw solvents from a bottle. During uncapping of the syringe needle, the needle accidentally poked through 3 layers of gloves into the practicum student's thumb. The needle was clean but the gloves were not.

Feb 23rd (AVP FINOP): Incident only / No injury. *Struck by*. Primary worker is deaf and was walking in front of the walk-in coolers. The secondary employee was exiting the cooler, they knocked first but then swung the door open quickly, striking the primary employee and causing them to stumble and crash into the prep counters. The procedure of knocking first and then slowly opening the cooler doors was reviewed with the workers in the area to prevent recurrence.

Feb 27th (AVP FINOP): Incident only / No injury. *Fall on same level*. A worker was approaching their department's vehicle which was parked in a tent in the Quonset area. They put their bag on the passenger seat, closed the door, and went to walk around the car to the driver's seat. While doing this, they tripped over a piece of lumber that was laying with some old signs against the side of the tent.

Feb 28th (AVP FINOP): Time loss / Injury. *Laceration*. A worker was washing a tomato slicer. They went to dunk it in the sanitizer sink but it slipped out of the worker's hand and the blade landed on the worker's middle and index fingers causing lacerations.



Addendum 2
2022 Inspection Plan

2022 AVP Provost & VP Research Building Inspection Plan				
	Responsible Parties	Date Planned	Date Inspected	Date Deficiencies reported
Arts & Sciences	Rajan / Zigg	October 17, 2022	October 17, 2022	October 19, 2022
Engineering Design Labs	O'Leary / Jackson	November 22, 2022	November 22, 2022	November 22, 2022
Engineering Management & Education	Rush / Jackson	August 15, 2022	August 15, 2022	August 23, 2022
Fipke	O'Leary / Schuppener	March 3, 2023	March 3, 2023	March 28, 2023
Innovation Precinct 1	Rush / Zigg	October 17, 2022	October 17, 2022	October 21, 2022
Upper Campus Health	Rajan / Schuppener	August 8, 2022	August 8, 2022	August 23, 2022
Science	Rajan / Jackson	August 26, 2022	August 26, 2022	August 30, 2022