



UBC Okanagan AVP Provost & VP Research JOHSC

Meeting information:	Date & Time:	2023/04/25 @ 11:00 am	
	Location:	virtual meeting via zoom	
	Call to Order:	11:02 am	
	Adjournment:	11:39 am	
Previous meeting date:	2023/03/28	Next meeting date & time:	2023/05/23

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
	Joan Bottorff	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. Schuppener	Seconded:	F. Miros
Motion to adopt current meeting’s agenda:	P. Rajan	Seconded:	K. Schuppener

Report Categories	Details
Incidents (reporting on previous month)	<ul style="list-style-type: none"> • See Addendum 1 – report for incidents in March <ul style="list-style-type: none"> ○ Re: battery incident – C. Michels clarified there are procedures for handling batteries in place, but not all protocols were followed in this case. HSE is working to define relationship between UBCO and SUO clubs ○ Re: beaker incident. The response to this incident was excellent; EFRT attended and all people involved acted appropriately in following safety guidelines. The 1000 ml beaker is awkward to carry; after this incident a 2-handed carrying process has been implemented
Inspections	
Other OHS reports	<ul style="list-style-type: none"> • See Addendum 2 – UBCO Executive Health and Safety Steering Committee, highlights and initiatives from Annual Report 2023
HSE Program Update	<ul style="list-style-type: none"> • Violence in the Workplace section updated on HSE website



Training and Education	<ul style="list-style-type: none">• Working to complete lab inventories; finish checking Chemical Safety training for all lab users• Compressed Gas Safety training being updated. Looking to ensure 100% compliance for all those who use or access storage spaces• Reviewing hazardous waste processing and disposal. Looking to find ways to reduce volume by instilling new processes in-house• No monthly lab safety topic this month• F. Miros asks if SOE can request a monthly lab safety topic, sees need for general electrical training. Items include overloading power bars and using properly certified power cords and equipment. Will spend specifics to C. Michels• A few safety incidents have come in regarding proper defrosting of fridges and freezers
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Old Business	Item #		Who	Target date
	2023.01	<p>JOHSC Member Training</p> <p>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
	2023.01	<p>JOHSC Annual Evaluation</p> <ul style="list-style-type: none"> Committee is required to evaluate itself annually under Section 3.26 of the WorkSafe BC regulations, to determine effectiveness Evaluation Tool is available on WorkSafe BC website S. O’Leary and F. Miros to complete and bring back to committee. C. Michels can provide training records if needed 	Chairs	



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: March 1-31, 2023

University of British Columbia - Okanagan Campus JOHSCs

April 13, 2023

Worker / Practicum Student Incidents					
	Incidents	Near Miss / No Injury	First Aid	Medical Treatment	Lost-time injury
Revision for Feb. 2023	14	6	2	4	2
Comparison - Feb. 2022	2	0	1	0	1
This period (Mar. 2023)	13	3	5	2	3
This period last year (Mar. 2022)	13	1	6	2	4
Year-to-date (2023)	40	11	10	8	11
Year-to-date (2022)	20	1	8	4	7

1. Worker/Practicum Student Accident/Incident Reports:

Feb 23rd (AVP FINOP): Incident severity was changed from “Incident only” to “Medical Treatment” (2023/04/05) / 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. Worker subsequently sought medical treatment which resulted in the change to the “incident severity”.

Mar 7th (AVP FINOP): Incident only / Injury. *Puncture Wound*. A worker was working on an in-ground sensor which was installed into a hole cored in the asphalt in a parking lot, and secured with a polyurethane sealant. While doing this, the worker accidentally slipped and stabbed their left hand with the pry bar that they were using.

Mar 11th (AVP FINOP): Time loss / Injury. *Laceration*. A worker cut their thumb on a vegetable peeler while removing the plastic protective guard from the blade.



Mar 15th (AVP PROV VPR): Incident only / No injury. *Work Procedures*. Inappropriate use of lathe and concerns relating to supervision of students operating equipment in a machine shop.

Mar 15th (AVP PROV VPR): Medical Treatment / Injury. *Fall on Same Level*. A worker was attending an overseas meeting with potential partners and was looking for the correct location of the meeting when they tripped on a non-level section of the sidewalk and fell to the ground, twisting their ankle and injuring their finger.

Mar 18th: Incident only / No injury. *Fire*. (NOTE: not included in table above as this was not a worker or practicum student incident). A student club was charging Lithium Polymer drone batteries in the off-campus leased space that has been assigned to them. The batteries and chargers were within a metal cabinet. At some point, one of the batteries ignited and the fire started to spread to other batteries that were charging. One of the club members saw the fire and had most people evacuate while three club members extinguished the fire using cat litter and sand as per the procedure they had in place. They moved all batteries outside while other club members waited in front of the building and guided the fire department to the correct location (back door). KFD inspected and vented the building, after which club members were able to re-occupy the building. The student club has subsequently been working on improved setup and procedures to reduce the risk of charging LiPo batteries in their space.

Mar 21st (AVP PROV VPR): Medical Treatment / Injury. *Needlestick*. A practicum student prepared an injection and had it double-checked by their instructor. They went into the room, double checked the patient's ID band to the Medication Administration Record (MAR), and alcohol-swabbed the area at the back of the patient's arm. The patient was afraid of the needle so they covered their face with a pillow. In an attempt to make the needle situation go swiftly, the practicum student injected the needle as per policy, and held it for approximately 10 seconds in the patient's tissue. Upon taking the needle out, it was facing the floor. The pre-filled syringe is supposed to retract but it did not (in the past, some of the needles have not retracted no matter how hard the student pushes on the end of the syringe). The student tried to get the needle out of the patient's sight as swiftly as they could. In doing so, the student grabbed the needle packaging/garbage with their left hand while holding the needle downward in their right hand. They knew from learning needle safety to hold the needle upright when returning it to the sharps container. Since they had never given a needle in the position that the patient was in (in their arm while they covered their face with a pillow), the student's hand was grasping the syringe with their ring and thumb fingers, which felt awkward in their hand. As they attempted to maneuver the syringe into an upright position (the needle facing up), their finger was grazed by the sharp end of the needle and it punctured their right index finger. The patient was not harmed and did not come into contact with any of the student's blood. The student quickly exited the room and found their instructor. They told the instructor what happened, the instructor directed the student to flush/clean the stick injury site and allow it to bleed. The student allowed it to bleed and washed their hands. They then reported back to their instructor and signed the MAR and returned it to the medication binder. Then they reported to the emergency department who drew blood for sampling. The student spoke with a doctor, the lab person, and the minor care nurse. The student then retrieved their belongings and left the floor.



Mar 21st (AVP PROV VPR): Incident Only / Injury. *Laceration*. A practicum student was opening a morphine vial while supervised. The student accidentally cut a small area on their finger on the clean vial. Morphine vial discarded per protocol and very minor First Aid provided.

Mar 24th (AVP PROV VPR): Incident Only / No injury. *Needle Stick*. A practicum student, after administering a medication with no concern, approached their supervisor to indicate that they 'may' have sustained a needlestick from the procedure. The student reported they felt a "prick" in their index finger but were unsure if it was from the needle. No visible signs of needlestick injury were present, but the supervisor sent the practicum student to the ER for assessment and follow-up. All protocols were followed and student returned to work.

Mar 24th(AVP PROV VPR): Time Loss / Injury. *Laceration*. A 1000ml beaker containing surgical tools slipped out of a graduate student's hand and broke on the side of the benchtop. While attempting to catch beaker, glass shard hit and lacerated wrist. Attempts to stop bleeding were made while Campus Security was called for first aid treatment. Wound was treated to stop bleeding and vitals were assessed. Grad student was taken to the ER afterwards, where wound was cauterized and stitched up. One tendon in the wrist was found to be completely severed; entire hand and wrist are bandaged and immobilized with a splint for 10 days while waiting to hear back from plastic surgeon.

Mar 29th (AVP STUDENT): Incident Only / No Injury. *Potential for Laceration*. A worker was cracking a biological indicator before putting it in an incubator when the end of it blew off and the glass broke and sprayed out on to the counter. The worker's hand was hit with the blue lid but they did not sustain a laceration. The chemical inside was determined not to be dangerous/toxic. The supplier of the incubator and biological indicators had advised the department to purchase the incorrect type of indicator; this has now been corrected and the system is working properly.

Mar 29th (AVP PROV VPR): Incident Only / Injury. *Fall on same level*. A worker was walking across the floor when they slipped on a wet spot that they didn't notice. The worker fell into a metal cage washing rack along the side of their body and fell onto their knees causing muscle strains and bruising.



Mar 29th (AVP FINOP): Incident Only / Injury. *Fall on same level*. A worker stepped off of a curb when their ankle rolled awkwardly. There was no fall and the worker didn't feel an immediate impact that would suggest seeking medical attention. The ankle was more sore after waking up the next morning. The worker has applied ice, elevation and this has helped reduce pain and swelling. They have not lost the ability to walk, but is applying first aid to reduce the minor pain.

Mar 29th (AVP FINOP): Time loss / Injury. *Musculoskeletal injury*. A worker was lifting full 20L Cambros from a cart and carrying them to a shelf in the cooler (a "Cambro" is an insulated container for keeping food or drink hot). After lifting four Cambros, they felt pain in their lower back.

Mar 31st (AVP PROV VPR): Incident Only / Injury. *Needlestick*. A practicum student was preparing to administer a medication to a patient. Student attached a new sterile blunt fill/filter needle to a syringe in preparation for drawing up the medication, and accidentally poked their own thumb with the needle. After the incident, thumb had minor bleeding. Direct pressure was applied until bleeding stopped. Wound was cleaned, and a band-aid was applied.



Addendum 2

Executive Health and Safety Steering Committee
University of British Columbia – Okanagan Campus
Highlights and Initiatives from Annual Report 2023

HIGHLIGHTS

LAB INSPECTIONS AND COMMUNITY ENGAGEMENT

In 2022 HSE initiated a Lab Spotlight educational campaign which is aimed at engaging lab users and providing safety advice and best practices information in themed 'bite sized chunks'. In addition and to compliment the Lab Spotlight program, towards the end of 2022 and into 2023 HSE started performing themed lab inspections aimed at quickly assessing compliance in order to provide timely summary data and to engage the community in friendly competition between peer groups. Feedback on both of these initiatives has been overwhelmingly positive.

FLU CLINICS

Flu clinics were held on campus over a two week period in November 2022. HSE supported eight nursing capstone students to plan, market, coordinate and run another successful on-campus flu vaccine clinic. Once again, feedback from SMP and Nursing students who were able to supplement their education with experience that they would not otherwise get, was overwhelmingly positive. Although numbers were a bit lower than 2021, over 1,500 doses were delivered.

VIOLENCE IN THE WORKPLACE

In 2022 HSE and Campus Security worked collaboratively to update and simplify Violence in the Workplace programming in an effort to increase compliance and further promote related education on campus. Several key groups engaged their staff and implemented updated processes including Campus Security, Library Operations, Food Services and Enrollment Services. We will continue to work on further education and implementation across administrative and academic units, particularly those with associated risk factors.



INITIATIVES

CHEMICAL INVENTORY & CHEMICAL WEAPONS REPORTING

UBC V has initiated a Chemical Inventory program due to a recognition that there are a wide variety of approaches to chemical handling, storage, use and disposal on our campuses, and that many labs have minimal if any inventory processes. This Chemical Inventory initiative has been piloted out of SRS in UBCV, under the oversight of the University Chemical Safety Committee. As a result of the findings and concerns relating to Chemical Weapons Reporting requirements, the pilot has recently been expanded to all university laboratories in an effort to assess and mitigate associated risks. There is a desire to apply this audit, inventory program and chemical weapons reporting oversight on a system wide basis to include UBCO. HSE plans to initiate inspections and to apply the related approach at UBCO towards the end of term 2 and into the summer months.

HAZARDOUS WASTE PROCESSING

Hazardous waste is collected from all UBCO research and teaching labs by HSE who hold a contract with a 3rd party waste removal and processing contractor. HSE's budget has been adequate over the past 4 years of the contract with minimal cost concerns. Current economic pressures, however appear to be being reflected in the cost for these services across the sector over recent months. Preliminary quotes and input from colleagues at other post-secondaries is suggesting that costs may increase 100-200% and will far exceed HSE's current budget. HSE has been looking at ways to reduce these costs of these services as well as the environmental footprint of the related processes. Over the past few years, it was not seen as an appropriate allocation of resources to do this work due to the potential associated savings and the risk to perform this work - this appears to be changing. For Chemical Waste, by increasing the bulking and waste processing that can be achieved internally it is anticipated that HSE could immediately save 10-20% of current total waste processing costs with a further 20-30% upon completion of the ICI building and related waste processing facilities/capabilities. For Biological Waste, HSE has already taken many steps to reduce waste costs/footprint and is currently looking to drastically reduce waste through a more effective autoclaving process. Updating these processes will take much of the biological waste out of the current waste streams and significantly reduce cost, however it does require permitting and oversight.

COMPRESSED GAS FACILITIES, TRAINING AND PROGRAM

HSE has received several recent complaints from faculty as it relates to compressed gas storage facilities on campus. HSE has reviewed these spaces and have found concerns relating to volumes of materials, storage of incompatible materials, inappropriate storage practices and large volumes of abandoned materials. These unsupervised spaces require a level of oversight, access control and inspection that has not been in place in the past. HSE is developing a comprehensive Compressed Gas program that includes training, access control and storage, use and disposal requirements. This proposed approach will be reviewed by the Joint Health and Safety Committees and Faculty stakeholders. HSE is hoping to complete cleanout of used and expired gases, revise signage and communicate updated procedures in May with full implementation (including more oversight that will tie access control to training) for September 2023.