



UBC Okanagan
AVPFO JOHSC
MINUTES

Meeting information:	Date & Time:	2023/09/12	
	Location:	Zoom/LIB016A	
	Call to Order:	10:00 am	
	Adjournment:	10:45 am	
Previous meeting date:	2023/08/15	Next meeting date & time:	2023/10/17

Committee members, advisors, guests, etc. (indicate Co-chairs):	Name:	Role:	Present (Y/N):
	Nicola Kane, Co-Chair	BCGEU – Infrastructure Development	N
	Chris White	BCGEU – Facilities Management	Y
	Julie Forgie	BCGEU – Bookstore	N
	Roger Bizzotto	Facilities Management	Y
	Troy Campbell, Co-Chair	Campus Security	Y
	Dani Korven	Student Housing & Community Services	Y
	Adrian Hingston	Health, Safety & Environment (<i>Committee Resource</i>)	Y
Holly Gaboury	Campus Operations and Risk Management (<i>Committee administrator</i>)	Y	
Is quorum achieved? (minimum of 4 voting members: # worker reps ≥ # employer reps) Y / N			Y

Motion to adopt previous meeting's minutes:	R. Bizzotto	Seconded:	C. White
Motion to adopt current meeting's agenda:	R. Bizzotto	Seconded:	C. White



Standing Items	Details		
Incidents (reporting on previous month)	Reviewed monthly incidents. See Addendum 1 HSE Incident Report Summary for August.		
Inspections	<i>Reminder to look at the schedule and sign up for inspections. Share your proposed schedule with H. Gaboury.</i>		
Other OHS reports			
HSE Program Update	<ul style="list-style-type: none"> • Chemical Inventory: In progress. HSE to put together recommendation for software program. • UBCV is assessing current state of Environmental Health and Safety Management Ecosystem (EHSME) renewal project. UBCO is looking at impacts/benefits to Okanagan campus. 		
Training and Education			
Updates			
Old Business	Details	Who	Status / Target date
Food Services Training	HSE scheduling training for beginning of August.	A. Hingston	In progress
ICI TMP Updates	Pedestrian and cycle access is shut down for two weeks. Detour is available.	A. Hingston, R. Bizzotto	In progress
Terms of Reference (TOR)	Reviewed minor updates to Terms of Reference. Motion to approve updated TOR. Moved by R. Bizzotto. The motion carried with all in favour.	Co-Chairs	Closed



JOHSC Annual Assessment/ Review	Co-Chairs approved.	Co-Chairs	Closed
New Business	Details	Who	Status / Target date
Wildfire Debrief	HSE, Security, Facilities Management, Communications and Marketing, University Relations, Business Operations and Accommodation are scheduled to debrief the wildfire alert and evacuation. Please share any comments you would like brought forward with T. Campbell.	T. Campbell	Sept. 15,2023

Building	Inspection Team	Planned Inspection Date	Actual Inspection Date	Notable Findings
ADM	C. White; G. Guttman	January 2023	March 2023	Loose electrical cords. Unsuitable ladders.
IA1	J. Forgie; T. Campbell	January 2023		
OM1	K. MacLeod; R. Bizzotto			
NHC (level 2)	G. Guttman	G. Guttman, January 2023	March 2023	Occupants not clear on muster points, fire warden, evacuation plan.
QOT	N. Kane; R. Bizzotto		Aug 11, 2022	None
RHS	C. White; T. Campbell		Aug 17, 2022	Climbing prevention
UNI	N. Kane; T. Campbell	January 2023	March 2023	Fire extinguishers not wall mounted. Review muster points, fire warden, evacuation plan.



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).



Addendum 1

Dept. of Health, Safety & Environment - Incident Report Summary: August 1-31, 2023

University of British Columbia - Okanagan Campus JOHSC

September 11, 2023

Worker / Practicum Student Incidents					
	Incidents	Near Miss / No Injury	First Aid	Medical Treatment	Lost-time injury
Total for August 2023	6	1	4	1	0
Comparison - August 2022	4	1	2	0	1
Year-to-date (2023)	74	23	23	14	14
Year-to-date (2022)	36	8	15	5	8

Worker / Practicum Student Incidents

Date	JOHSC	Severity	Claim Type	Treatment Level	Injury Type	Description
2023/08/02	PROV VPR	Incident Only	Injury	Unknown	Needlestick	<p>A faculty member was embedding Carnoy's fixed paraffin-infiltrated human fecal samples (ethics approved; routine procedure) into molds in their embedding station. The embedding procedure requires handling the fixed fecal material and placement in the molds. The faculty member's hands are gloved at all times. At one point during this procedure, they accidentally touched their left index finger. The tip of the forceps, which had been in contact with the fixed paraffin- infiltrated fecal material, poked through the glove and penetrated their skin. They weren't sure if it drew blood so they removed their glove and saw a tiny red mark. They immediately washed their hands twice and sprayed the region with 70% ethanol and dried their hands. Then they finished their embedding. The faculty member is experienced in this procedure. All microbes (e.g., bacteria) used in this process are inactivated by the fixation and tissue processing (wax embedding procedure) which denatures proteins and which should also inactivate viruses. However, the small chance remains that some nucleic acids on the forceps tips could have entered the faculty member's body.</p>
2023/08/04	FINOP	Medical Treatment	Injury	Unknown	Struck By	<p>A child and Educator were playing together at the Daycare. At first, they were playing a spinning game, then the Educator sat down while the child brought over various wooden toys to serve the Educator "food". The child was standing over the Educator and dropped the wooden food toys on the Educators head. The Educator applied an ice pack to their head, but reported feeling nauseated and dizzy within about an hour after. The Educator was</p>

						encouraged to go to Urgent Care to be checked for a concussion, another Educator on-site drove the injured Educator there. Educator followed up with Program Manager at 2pm to inform that the doctor at Urgent Care indicated it was likely a mild concussion and they should rest for a few days. Doctor indicated they may or may not feel symptoms of dizziness and nausea for up to a month.
2023/08/08	PROV VPR	Incident Only	Injury	First Aid Declined	Musculoskeletal Injury	After receiving a patient report, a practicum student entered the boot room to get their stethoscope from their backpack. When they bent over, they felt like they injured their back as it was then painful, tight and stiff. The student reported that they had a back injury in the past from working construction. The student reported it was the act of bending over that caused the back injury as they did not lift anything. The writer did not witness this event, and the student reported the event to the supervisor 4 hours it occurred. The student reported that their back felt sore for the rest of the day but was not affecting their ability to move. The student did not want to go home as there were only a few hours left in the day, and that their back had improved since they injured their back in the morning. The next day the student reported that their back was still tight but had improved. The student was not providing patient care or completing a nursing-related duty when they injured themselves but the injury did occur on-site at the medical facility.

2023/08/14	PROV VPR	Incident Only	No Injury	N/A	Spill	During an experiment, there was a leak of less than 20mL of acetone for about 30 seconds. The worker shut down the experiment as soon as they observed this. The leaked acetone spilled on the floor during that time. The exhaust fan was on and students working on nearby labs noted the odour as well. The worker contacted their supervisor and kept them informed about the spill. The supervisor came to the lab and double-checked with the worker and other students in the area to ensure they had not suffered any ill effects from the exposure.
2023/08/28	FINOP	Incident Only	Injury	First Aid Declined	Musculoskeletal Injury	A worker was walking on the sidewalk towards ADM when their foot rolled on a rock that they did not see. The rock likely came from the landscape next to the sidewalk. Initially the pain was very mild and quickly went away but as they continued working and walking around the campus, the tendon continued to get tighter causing pain. In the following days, the worker's ankle became swollen and the tendon that was causing pain worsened. By the fourth day, the injury led them to work remotely.
2023/08/29	FINOP	Incident Only	Injury	First Aid Declined	Caught Between	Before - Clearing scrap material from the worker's department's compound. During - Lifting metal pipes. 6" diameter. 4' long. 1/4 inch thick. Rolling to edge of trailer and then lifting them into trailer. Pinch/crushed ring finger on left hand. After - rinsed with water. Continued to work. Once home, iced finger.

Student Incidents

Date	JOHSC	Severity	Claim Type	Treatment Level	Injury Type	Description
2023/08/29	N/A	Incident Only	No Injury	First Aid	Loss of Consciousness	Pinched and cut hand while opening glovebox antechamber. Led to dizziness/nausea and brief loss of consciousness. Fell down and hit back of head on ground. Checked on by Campus Security first aiders immediately after, no major injuries were immediately apparent.