UBC Okanagan AVP Provost & VP Research JOHSC

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| Meeting information: | Date & Time: | | 2023/05/23 @ 11:00 am | | |
| Location: | | virtual meeting via zoom | | |
| Call to Order: | | 11:06 am | | |
| Adjournment: | | 11:49 am | | |
| Previous meeting date: | | 2023/04/25 | | Next meeting date & time: | 2023/06/27 |

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| 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 |
| Holly Gaboury for Alison Ward | Resources – HSE | Y |
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| Is quorum achieved? (minimum of 4 voting members: # worker reps ≥ # employer reps) Y / N | | | Y |

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| Motion to adopt previous meeting’s minutes: | F. Rush | Seconded: | L. Zigg |
| Motion to adopt current meeting’s agenda: | K. Rush | Seconded: | P. Rajan |

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| **Report Categories** | **Details** |
| Incidents (reporting on previous month) | * See Addendum 1 – report for incidents in April. * April 7: TB exposure. Reached out to Preventative Health Program, UBCV and J. McLeod is ensuring proper follow up, informing students. * April 14: Hinge on cage door. A request has been submitted to FM for new, more heavy-duty hinges. Suggestion to add weather susceptible equipment to annual inspections. * April 18: Thermal fire broken water bath. Water had evaporated. ACTION: Francois to follow with supervisor with regard to inspection protocol to ensure water in the bath. Suggestion to order equipment from Canada to ensure proper certification. * April 31 – Employee passed out, fell and hit head. Paramedics and First Aid assessed employee. They went home. Determined to be a Health issue. * Student incident reports: * April 2, CCS rag fire: Student placed used rag in locker instead of disposing in designated rag bin. The rag caught fire. Students reported promptly and damage was minimal. Department followed up with students and provided more information regarding proper disposal. Second rag fire on campus. * April 5, drone: Report came from construction team at ICI. A license is required to fly drones. UBCO is in a no-fly zone due to proximity to airport and residential areas. Transport Canada has a webpage with information. * Damaged drain: Student twisted ankle. FM repairing. |
| Inspections |  |
| Other OHS reports |  |
| HSE Program Update |  |
| Training and Education |  |

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| Old Business | Item # |  | Who | Target date |
|  | 2023.01 | **JOHSC Member Training**   * Part 2, is mandatory. It can be accessed at: [UBCO JOHSC Fundamentals Part 2 - UBCO - Health, Safety and Environment](https://wpl.ubc.ca/browse/ubcohse/courses/wpl-srs-johsc2-o). * S. O’Leary outstanding. * JOHSC members are eligible for four extra hours per year. Unused hours can be transferred. | Chairs |  |

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| New Business | Item # |  | Who | Target date |
|  | 2023.01 | **JOHSC Annual Evaluation**   * S. O’Leary will complete Part 2 and then Chairs will   complete evaluation and share with the committee.   * Bring feedback for discussion at the next meeting. | Chairs |  |
|  | 2023.02 | **New Hydrogen Lab – IP1**   * Reviewing safety protocols from researcher and other parties’ perspectives for non-bias feedback and recommendations. * Lab will be coming online soon. Wet lab (5 gas lines) and combustion lab (1 gas lines). * C. Michels will organize meeting with Fire Dept. * F. Miros can give department contacts to C. Michels and she will connect them with the Chemical Safety Committee. | F. Miros |  |
|  |  | **Transition To In-Person Meetings**   * Concern about logistics, meeting space, AV quality. * Agree to try a hybrid meeting in September. * K. Schuppener can book their department meeting room. Will connect with A. Ward. | S. O’Leary |  |
|  |  | **Student Webpage**   * HSE is an informal resource for students. Assisting with creating a webpage for safety information and links to resources. Draft was shared via email with committee for feedback. | C. Michels |  |

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: April 1-30, 2023

University of British Columbia - Okanagan Campus JOHSCs

May 15, 2023

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| **Worker / Practicum Student Incidents** | | | | | |
|  | **Incidents** | **Near Miss / No Injury** | **First Aid** | **Medical Treatment** | **Lost-time injury** |
| Revision for Mar. 2023 | **14** | 3 | 5 | **3** | 3 |
| Comparison - Mar. 2022 | 13 | 1 | 6 | 2 | 4 |
| This period (Apr. 2023) | 11 | 3 | 6 | 0 | 2 |
| This period last year (Apr. 2022) | 3 | 0 | 3 | 0 | 0 |
| Year-to-date (2023) | 52 | 14 | 16 | 9 | 13 |
| Year-to-date (2022) | 23 | 1 | 11 | 4 | 7 |

1. Worker/Practicum Student Accident/Incident Reports:

Mar 3rd (AVP STUDENT): Medical Treatment / No injury. *Fall on Same Level.* A worker was walking towards their parking lot when they caught their right foot on a curb and rolled their ankle. They skinned both of their hands, their knee and their ankle was sore. The worker then got up and walked to their car. They messaged their colleague to let them know what happened. The worker’s ankle was very swollen by the time they got home. NOTE: this incident was reported to CAIRS approximately two months after the incident occurred (the requirement is that workplace incidents are to be reported within 24 hours of occurrence.)

Apr 1st (AVP FINOP): Incident only / Injury. *Caught between.* A worker and a colleague were adjusting a metal shelf as it had slipped. They took the product off the shelf first. Then as they were adjusting the shelf, it slid down and pinched the side of the worker’s right hand between the metal and a plastic piece that locks the shelf into place. The hand started to bleed so the worker put it under cold water, cleaned it, and placed gauze and tape over the cut. Within an hour, it had bled through the gauze so Campus Security was called to provide first aid services.

Apr 6th (AVP FINOP): Time loss / No injury. *Musculoskeletal injury.* In the course of their regular duties serving food and beverage products, a worker reported to their supervisor that they were having trouble placing lids on cups due to MSI-related pain in their left hand.

Apr 7-10th (AVP PROV VPR): Incident only / Occupational Disease *TB Exposure*. A practicum student was exposed to tuberculosis on the acute care surgical floor at a hospital while they were completing their final nursing preceptorship. The practicum student is currently not experiencing any symptoms or change in respiratory status. Note: additional practicum students may have also been exposed.

Apr 11th (AVP FINOP): ? / ?. *Struck against.* A worker bumped their right elbow against some shelving causing a bulge on their elbow. Campus Security provided first aid treatment. NOTE: a CAIRS report was not submitted for this worker incident.

Apr 13th (AVP FINOP): Incident only / Injury. *Laceration.* A worker was slicing carrots when they cut their thumb.

Apr 14th (AVP PROV VPR): Incident only / No injury. *Equipment failure.* A worker was opening a cage door when one of the door hinges broke. The worker managed to catch and balance the door before it fell over, and then secured it accordingly.

Apr 15th (AVP FINOP): Incident only / Injury. *Laceration.* A worker was cutting apples while their hands were wet. The knife slipped and poked base of the thumb on their left hand.

Apr 18th (AVP PROV VPR): Incident Only / No injury. *Fire.* A thermal water bath was running in a lab when the plastic caps caught on fire. A practicum student was available in the lab, they were able to put out the fire using water. No damage was experienced other than the broken water bath. The water bath is not CSA certified. The researcher has been informed that all equipment must be certified to a CSA, ULC or equivalent Canadian safety standard.

Apr 19th (AVP FINOP): Incident Only / No injury. *Struck Against.* A worker was wiping down a small table beside a stand-up fridge. The worker was standing on the side of it, slightly bent over. As they stood up, they hit the corner of the shelf above the table with their head. There was no cut, just a small bump. Campus Security was called to provide first aid treatment, and then the worker returned to work.

Apr 21st (AVP PROV VPR): Time Loss / Injury. *Loss of Consciousness.* A worker was filming an event taking place on the first and second floor of the building and in the immediate outside area where food and drinks were being served. Just after the award presentation was getting started, the worker lost consciousness and fell backward, hitting their head on the concrete floor. They came to immediately afterwards and sat up. Campus Security personnel were on the scene within a minute or two and they took control of the situation, providing first aid treatment to the worker. They stayed with him for over an hour until the ambulance arrived and the paramedics took over. Once the paramedics assessed the injury, they allowed the worker go home.

Apr 25th (AVP FINOP): ? / ?. *Minor Laceration.* A worker was slicing vegetables when they accidentally cut their left index finger. Campus Security provided first aid treatment. NOTE: a CAIRS report was not submitted for this worker incident.

Apr 25th (AVP FINOP): Incident Only / No injury. *MSI.* A worker with a history of a specific type of musculoskeletal condition tweaked the MSI in the course of pushing a cart with a moderately heavy load. The worker was advised to avoid twisting their body while performing this task to reduce the risk of worsening this condition.

1. Student Accident/Incident Reports:

Apr 2nd: Incident Only / No Injury. *Combustion.* A student was painting in a painting studio on Saturday, April 1. After finishing for the day, the student collected their oily rags and other items and placed them a bag, intending to take them home but ended up placing the bag in their locker. On Sunday, April 2nd just after 10pm the rags ignited in the student’s locker and 9-1-1 was called by two witnessing students. The fire department attended and the fire was put out.

Apr 5th: Incident Only / No Injury. *Unauthorized drone operation.* Two workers with a construction contractor observed a drone flying over the ICI Building construction site. They asked another employee of the same contractor if they had been flying a drone to observe the site; the fellow worker said no. The following day, a student went to the construction site trailer and said that they had taken photos of the construction site via drone on the previous day and offered to sell images of the site to the contractor. The student was asked if they had permission to fly the drone over campus, to which they responded that they did not. The contractor indicated that if the student flew their drone over the site again, they would be reported to Campus Security and NavCan. The UBCO campus is within the Kelowna Airport’s “Aerodrome” meaning that anyone intending to fly a drone over campus must have a Special Flying Operator’s Certificate (SFOC) issued by Transport Canada, they must coordinate their intended flight(s) with the UBCO Department that holds UBCO’s SFOC to confirm regulatory and technical compliance, and they must notify Campus Security in advance so the flight(s) can be logged in CS’ overall security log.

Apr 20th: Incident Only / Injury. *Ankle strain.* A student was walking near the Admin Building when they rolled their ankle. When they looked down, the realized that they had stepped on a drain grate that was broken in half. The student then carried on. It is requested that any observations of this nature (i.e. damaged infrastructure or equipment) be reported to Facilities Mgmt so they are aware and can address the situation.