UBC Okanagan AVP Provost & VP Research JOHSC

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| Meeting information: | Date & Time: | | 2023/06/27 @ 11:00 am | | |
| Location: | | virtual meeting via zoom | | |
| Call to Order: | | 11:06 am | | |
| Adjournment: | | 11:49 am | | |
| Previous meeting date: | | 2023/05/23 | | Next meeting date & time: | 2023/07/25 |

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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: | K. Rush | Seconded: | F. Miros |
| Motion to adopt current meeting’s agenda: | I. Zigg | Seconded: | K. Rush |

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| **Report Categories** | **Details** |
| Incidents (reporting on previous month) | * See Addendum 1 – report for incidents in May. * May 15: Reaction vessel. Researcher is revising the SOP. * Discussed Ergonomic supports. Contact is Jason McLeod.   Several resources are available:   * + HSE Ergonomics Website: <https://hse.ok.ubc.ca/health/ergonomics/> Contains resources on setting up your UBC and home office and how to obtain an Ergonomics Consultation. The UBC Vancouver Ergonomics website (linked on the same page) also has great resources.   + Lab Ergonomics: The biosafety course has a section on lab ergonomics. The UBCV Ergonomics website also has resources specific to laboratories: <https://hr.ubc.ca/health-and-wellbeing/ergonomics/lab-ergonomics>   + Reporting: If you or your physician believe that your physical conditions (carpel tunnel, etc.) are related to your work at UBC, please report them through the CAIRS system on our webpage: <https://hse.ok.ubc.ca/>. |
| Inspections | * Biological Safety Labs – Two engineering professors participated, no major outstanding issues, found compliant. Four are scheduled over the summer. * Electrical Safety bulletin will be coming out from University Relations to remind staff of requirements and certification standards. |
| Other OHS reports |  |
| HSE Program Update | * Chemical Inventory Project: Requesting current inventories, running through data base to identify high risk chemicals such as chemical weapons and illicit drug precursors. Recommendations for proper storage, etc will be provided. * Sun Safety – HSE is working with Capstone students that are producing climate change resources. There will be a Sun Safety event in July, providing information on how to product yourself from sun damage. They will be installing sunscreen dispensers. * Gas Safety – Producing a document for proper management. |
| Training and Education |  |

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| Old Business | Item # |  | Who | Target date |
|  | 2023.01 | **JOHSC Member Training**   * Part 2, is mandatory. * S. O’Leary outstanding. * JOHSC members are eligible for four extra hours per year. Unused hours can be transferred. | Chairs | CLOSED |

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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 | Next meeting |
|  | 2023.02 | **Ethanol Usage Report – Due July 31**   * Procurement is reaching out for information regarding Ethanol usage per a new legislated taxation requirement. | C. Michels |  |
|  | 2023.03 | **School of Engineering Safety Committee Questions**   * CSA Electrical Certification: What policy, guidelines could be reference? An announcement is coming out soon from University Relations that will answer this. * IPI Building: Noticed a leak in nitrogen lines. Requests for proper documentation of line testing? The owner of the laboratory and Campus Planning/Project Services or Property Trust would be responsible to confirm proper gas line testing. | S. O’Leary |  |
|  | 2023.04 | **Emergency Phone in the Transit Loop**   * A new emergency phone is in place at the bus loop, it looks significantly different. Security will be looking at advertising the change in look so that the community is aware. | 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: May 1-31, 2023

University of British Columbia - Okanagan Campus JOHSCs

June 19, 2023

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| **Worker / Practicum Student Incidents** | | | | | |
|  | **Incidents** | **Near Miss / No Injury** | **First Aid** | **Medical Treatment** | **Lost-time injury** |
| Revision for Jan. 2023 | **14** | **3** | 3 | 2 | 6 |
| Comparison - Jan. 2022 | 5 | 0 | 1 | 2 | 2 |
| This period (May 2023) | 6 | 4 | 1 | 0 | 1 |
| This period last year (May 2022) | 1 | 1 | 0 | 0 | 0 |
| Year-to-date (2023) | 60 | 19 | 18 | 9 | 14 |
| Year-to-date (2022) | 24 | 2 | 11 | 4 | 7 |

1. Worker/Practicum Student Accident/Incident Reports:

January 23rd (AVP FINOP): Incident only / No injury. *Equipment failure.* Elevator piston for the Monashee elevator experienced a leak at some point. Hydraulic pump was squealing and staff member shut down elevator. It was later investigated by an elevator maintenance contractor and advised that the shaft was needing repair. Base of elevator shaft is soil and an unidentified quantity of hydraulic fluid leaked from the broken pump into this soil. NOTE: This incident was reported to CAIRS approximately 4.5 months after the incident occurred (the requirement is that workplace incidents are to be reported within 24 hours of occurrence.)

Apr 20 - May 1st (AVP FINOP): Incident only / Repetitive/Gradual Onset Injury. *Musculoskeletal Injury.* A worker started developing pain in their left thumb approximately a week and a half prior to the reporting date after prolonged typing/use, but no specific cause known.

May 4th (AVP FINOP): Incident only / Injury. *Caught In, Under or Between.* Following staff from one building to another, the worker didn't see a motorized scooter/E-bike parked and stumbled on the motorized section. Didn't hit the ground.

Sept 26th - May 5th (AVP FINOP): Time Loss / Repetitive/Gradual Onset Injury. *Musculoskeletal Injury.* A worker’s hand pain caused by arthritis was much worse after their work space changed to a different location. It is a very small space with awkward angles and not set up with correct ergonomics. HSE has since performed an ergonomic Workstation Assessment for this worker’s workspace.

May 15th (AVP PROV VPR): Incident only / No injury. *Equipment failure.* “In HTS hot press Inconel tool, 1.5 g of Al+Fe2O3 mixture was being used to activate reaction of compact of Ti+C powder. Yttria layer on top of Al+Fe2O3 was used for containment. Reaction at 620C 350MPa resulted in ~0.9g liquid Fe, which escaped containment and tool, causing some sparks to reach the balance and glassware on the opposing bench, both of which are highly sensitive to heat damage (damage to equipment not observed at time, and was only discovered several days later).”

May 18th (AVP FINOP): Incident only / Injury. *Repetitive Motion.* A worker was rearranging furniture and while moving it around felt a pain in their right knee. They thought it would go away after a few days but then came Convocation week and the worker was extremely busy with lots of furniture and equipment set-ups and tear-downs (including working extra hours). While doing this, the pain in their right knee and leg areas increased becoming sharp pain by the end of that week.

May 25th (AVP FINOP): Incident only / Injury. *Matter in Eye.* In certain food service areas, sandwiches are heated in the Turbo Chef (convection oven) and served to customers in a paper bag. In this situation, the first worker was helping another worker remove a hot sandwich from the Turbo Chef when the employee quickly pulled and flicked the parchment paper which then flicked a piece of hot cheese through the air and into the other worker’s right eye. Team Lead looked for the eye wash bottle and called Campus Security to attend and provide first aid treatment.

1. Student Accident/Incident Reports:

May 5th (AVP PROV VPR): Incident only / No Injury *Equipment Failure*. “Our team was doing our due diligence to test our recently developed gas charging system. This process involves leak testing to make sure the gas isn't leaking. During this test, the applied pressure pushed one of the parts out of place which contacted a glass cover in the fume hood and created a small hole in the cover. No personnel were in close contact with the incident and no other damage occurred.”

1. Contractor Accident/Incident Reports:

May 17th (Contractor was hired by a department in AVP STUDENT): Incident only / No Injury *Equipment Failure*. A truck from a secure document shredding company was dispatched to campus to shred documentation. Towards the end of watching the shredding process, the contractor supervisor noticed that there was a fluid leak immediately below the truck. They pointed this out to the document shredding company representative, who placed a disposable towel at the location to absorb the leaking fluid. FM and HSE subsequently responded by applying proper spill absorbency materials to the spill location.