



UBC Okanagan  
AVPFO JOHSC  
MINUTES

Meeting information:	Date & Time:	2024/05/14	
	Location:	UNI 001A/Zoom	
	Call to Order:	11:00am	
	Adjournment:	12:00pm	
Previous meeting date:	2024/05/14	Next meeting date & time:	2024/07/15

Committee members, advisors, guests, etc. (indicate Co-chairs):	Name:	Role:	Present (Y/N):
	Natalie Hobbs	BCGEU – Daycare	Y
	Chris White	BCGEU – Facilities Management	N
	Shelley McConkey	BCGEU – Facilities Management	Y
	Julie Forgie	BCGEU – Bookstore	Y
	Jason Phillippo	BCGEU – Food Services	N
	Roger Bizzotto	Facilities Management	N
	Jamie Armer	Custodial & Waste Services	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
	Jason McLeod	Health and Safety Advisor ( <i>Committee Resource</i> )	N
Ashley Aalten	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:	J. Forgie	Seconded:	S. McConkey
Motion to adopt current meeting’s agenda:	J. Forgie	Seconded:	J. Armer



Standing Items	Details		
<b>Incidents (reporting on previous month)</b>	See Addendum 1 HSE Incident Report Summary for May.		
<b>Inspections</b>	<ul style="list-style-type: none"> <li>• Please sign up for inspections if you haven't already</li> <li>• Natalie to give the Committee a tour of the daycare at the next meeting and we'll book a meeting room nearby for the remainder of the meeting</li> </ul>		
<b>Other OHS reports</b>	None		
<b>HSE Program Update</b>	<ul style="list-style-type: none"> <li>• Working from heights training program is being restructured. Salto is going to do an audit and only give staff access to rooftops if they've completed the training</li> <li>• Confined space education is being created</li> <li>• First Aid – legislation is changing as of November</li> </ul>		
<b>Training and Education</b>	<ul style="list-style-type: none"> <li>• Fire extinguisher training is now live – people can request to do in person training if they want</li> <li>• Isolation lockout training available</li> <li>• New required training course for sexual violence will be live within the coming months</li> <li>• Security all passed the refrigeration safety awareness training</li> </ul>		
<b>Updates</b>	<ul style="list-style-type: none"> <li>• Recommendation for phones to be replaced in all labs</li> <li>• Concerns around speeding on Discovery Way – there's a research group looking to learn/test their devices – they'll do a street and landscape review along Discovery.</li> <li>• TMP on Discovery should be wrapped up now</li> <li>• Significant impacts on the ramp by EME due to a generator being installed this week, as well as compounding crush to be able to finish the area where the crane is right now. There isn't a lot that's impacted right now.</li> <li>• Someone started a forest fire on campus last night. Campus Security have the name of the individual</li> <li>• Convocation – nothing happened that wasn't anticipated. There were a couple instances where the band played while instances were dealt with. Banners were displayed while Benoit and Lesley spoke. A speaker was brought it by someone in the crowd which caused a slight disruption. A banner was ripped out of the hands of a protestor by a parent. A father sent his son into the camp to take photos by the pond and then proceeded to yell at the campers</li> <li>• Encampment had a setup for graduates to take photos and interact</li> <li>• RCMP had a presence on campus but weren't called upon to respond to any incidents</li> </ul>		
<b>Old Business</b>	<b>Details</b>	<b>Who</b>	<b>Status / Target date</b>
<b>I lot path</b>	<ul style="list-style-type: none"> <li>• A. Hingston shared a draft letter for the Committee to review, which includes a recommendation for a safe crossing.</li> <li>• A. Hingston to submit the letter to R. Einarson &amp; S. Kayfish on behalf of the Committee.</li> </ul>	A. Hingston	



	<ul style="list-style-type: none"><li>If the letter gets approved, we can look at making a further recommendation to add an additional roadway to University House.</li></ul>		
Reporting numbers for approved claims reported through Worksafe BC	Adrian will report back next meeting	A. Hingston	Ongoing
<b>New Business</b>	<b>Details</b>	<b>Who</b>	<b>Status / Target date</b>



**2024 Annual Inspections (2 members per inspection)**

<b>Building</b>	<b>Inspection Team</b>	<b>Planned Inspection Date</b>	<b>Actual Inspection Date</b>	<b>Notable Findings</b>
<b>ADM</b>	J. Forgie/J. Phillippo			
<b>IA1</b>				
<b>OM1</b>				
<b>NHC (level 2)</b>	D. Korven			
<b>QOT</b>	D. Korven			
<b>RHS</b>	R. Bizzotto/J. Forgie		April 30, 2024	<ul style="list-style-type: none"> <li>• 2 propane bottles were outside on the deck along with a BBQ.</li> <li>• The building lighting is poor.</li> <li>• Emergency evacuation device is installed on the 3rd floor stairway. Their staff have received training.</li> <li>• There were unmarked buckets in 304.</li> </ul>
<b>UNI</b>				

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: May 2024

University of British Columbia - Okanagan Campus JOHSC

June 11, 2024

<b>Worker / Practicum Student Incidents</b>					
	<b>Total Incidents</b>	<b>Near Miss / No Injury</b>	<b>First Aid</b>	<b>Medical Treatment</b>	<b>Lost-time injury</b>
Total for May 2024	4	1	1	0	2
Comparison – May 2023	6	3	1	1	1
Year-to-date (2024)	41	10	15	10	6
Year-to-date (2023)	60	18	18	10	14

### Worker / Practicum Student Incidents

Date	JOHSC	Severity	Claim Type	Treatment Level	Injury Type	Description
2024/05/19	FINOP	Time loss	Injury	Medical	Musculoskeletal injury	A worker was working on cleaning up safes and safe parts from repairs, which included lifting and arranging safes that weigh around 36lbs. They felt a twinge in their shoulder from moving parts around during the course of the work.
2024/05/24	FINOP	Time loss	Injury	No FA or medical treatment noted in CAIRS report	Musculoskeletal injury	A worker contacted their supervisor after their shift had been completed that day to inform the supervisor that the worker had pulled something in their back. They indicated that this may have been from moving tables but they were not sure. The corrective action identified is that the moving of furniture is not part of the worker's job description and that this type of task should be performed by Facilities Management.
2024/05/28	PROV VPR	Incident only	No injury	N/A	N/A	A group of paid students/technicians were returning from field work and were on a highway when a vehicle lunged in front of them. The UBC vehicle was driving north and the other vehicle was entering the highway seeking to cross the lane being traveled in by the UBC vehicle to turn left and drive south on the highway. The driver of the UBC vehicle saw that the incoming vehicle had stopped as per the right of way, but then the other vehicle suddenly accelerated across the intersection causing the driver of the UBC vehicle to take evasive action. The asphalt was wet from earlier rain, impacting the maneuverability of the vehicles. The UBC vehicle slid when the brakes were applied and the other vehicle was struck perpendicularly on the driver door side. The UBC personnel did not receive any injuries but the UBC vehicle received minor damage and the airbags did not deploy. The UBC driver immediately checked on the other driver, the other driver did not display any physical injuries but they were confused and in a bit of shock, and their car was damaged from the impact (and the airbags had deployed). The driver of the

Date	JOHSC	Severity	Claim Type	Treatment Level	Injury Type	Description
						<p>other vehicle indicated that they were not sure what happened but thought that they may have accidentally depressed the accelerator instead of the brakes. Paramedics attended to the other driver and transported them to a medical facility as a precautionary measure. Both vehicles were towed from the scene and the UBC personnel were transported by the RCMP to West Kelowna where they were picked up by their UBC supervisor.</p>
2024/05/30	PROV VPR	Incident only	Injury	First Aid	Laceration	<p>A paid student was collecting their water bottle from the water bottle holder in the hallway outside of a laboratory. In doing this, they accidentally hit another bottle placed next to their bottle. This caused the other bottle to fall, and in an attempt to prevent that bottle from falling on the ground, the paid student lost balance and was going to fall. While trying to catch themselves, they reached out and broke the water bottle holder which caused a cut on their finger.</p>