



UBC Okanagan AVP Provost & VP Research JOHSC

Meeting information:	Date & Time:	2024/07/23 @ 11:00 am	
	Location:	Teams - <a href="#">Click here to join the meeting</a>	
	Call to Order:	11:07	
	Adjournment:	11:27	
Previous meeting date:	2024/06/25	Next meeting date & time:	2024/08/27

Committee members, advisors, guests, etc. (indicate co-chairs):	Name:	Role:	Present (Y/N):
	Stephen O’Leary	Worker rep - ENGINEERING	N
	Kathy Rush	Worker rep - FHDS	Y
	Praveen Rajan	Worker rep - ENGINEERING	Y
	Alec Smith for Francois Miros	Employer rep - ENGINEERING	Y
	Pamela Flagel (for Kristin Schuppener)	Employer rep - EDUCATION	Y
	Ieva Zigg	Employer rep – IKBSAS	Y
	Adrian Hingston (for Cherie Michels)	Resources - HSE	Y
	Catherine Chirkoff	Resources - HSE	Y

Motion to adopt previous meeting’s minutes:	Kathy Rush	Seconded:	Praveen Rajan
Motion to adopt current meeting’s agenda:	Ieva Zigg	Seconded:	Praveen Rajan

Report Categories	Details
Incidents (reporting on previous month)	
Inspections	<ul style="list-style-type: none"> <li>Waiting for Francois return to do inspections</li> </ul>
Other OHS reports	
HSE Program Update	<ul style="list-style-type: none"> <li>Informal discussion around TMP process. Trying to streamline process to ensure there is a limit to impacting operations and reduce administrative burden..</li> </ul>



	<p>Contractor will need to submit a TMP to demonstrate impacts and UBC assess against our operations to approve.</p> <ul style="list-style-type: none"> <li>• TMP requested for 3<sup>rd</sup> and 4<sup>th</sup> floor of XSS building.. Working with the team to minimize operational impacts. No safety concerns identified. Encouraged committee members to bring any concerns to HSE.</li> </ul>
Training and Education	<ul style="list-style-type: none"> <li>• Compressed gas course now live</li> <li>• Fire Safety course available</li> <li>• Working on AED awareness course</li> <li>• Lock out tag out working on, should be done in next week or so</li> <li>• Working at heights course also being worked on</li> <li>• New worker mentioned they had taken a course, but didn't notice there was a separation between the Vancouver and Okanagan courses and did the Vancouver one's by mistake. P. Rajan asked if there is a way to make it more obvious. A. Hingston noted that there is already distinction there, courses are still somewhat transferable. Suggestion of staff member was that the names of campus be in the course title. Easier for Okanagan campus to change but could take longer on Vancouver side.</li> <li>• Adrian will check in with his Vancouver counterpart to determine what can be done.</li> </ul>

Old Business	Item #		Who	Target date
Build your own free air cleaner	1	An email from the City of Kelowna was forwarded to the committee. Instructions on how to build your own free air cleaner – there are some events in July where they'll help you build one free of charge. Feel free to share with anyone you think would be interested.	C. Michels	
Fire Season	2	Someone started their own personal fire above the residences, which spread to approximately 60' x 40' in diameter before the fire department was able to attend.  If you see someone smoking in a location other than the designated gazebos, it's everyone's responsibility to let people know, to help prevent fires.		
Call box	3	<ul style="list-style-type: none"> <li>• Recommendations related to call boxes sent to employer – July 31<sup>st</sup> deadline for response</li> <li>• Email from Phil Barker – Executive sponsor will respond and deliver back to committee by next week.</li> </ul>		



		<ul style="list-style-type: none"> <li>• IT working towards every classroom, every Wet lab and every stairwell having call boxes</li> <li>• Call boxes installed at eye wash/shower stations</li> <li>• Panic buttons will only be installed at the departments expense and behest with Campus Security approval</li> <li>• Recommendations discussed regarding call boxes</li> </ul>		
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New Business	Item #		Who	Target date
Pedestrian safety	1	Recommendation from the other JOHS committees have been sent to employer -Pedestrian safety on University way approx.. August 4 <sup>th</sup> deadline for reply	Other JOHSC	Approx. deadline of August 4 <sup>th</sup> for employer response
Compressed Gas Course	2	<ul style="list-style-type: none"> <li>• Okanagan Compressed Gas course not always showing up in search with in homepage from dropdown menu</li> <li>• Adrian Hingston believes the solution is a box that needs to be ticked and will look into that</li> </ul>	Ieva Zigg	As soon as possible

Monthly Distribution and Posting of Approved Meeting Minutes (Required):

- Responsible VP
- All JOHSC members
- Online (<https://hse.ok.ubc.ca/committee/>)



Addendum 1

Department of Health, Safety & Environment – Incident Report Summary: June 1-30, 2024

University of British Columbia – Okanagan Campus JOHSC’s

July 15, 2024

	Total Incidents	Near Miss / No Injury	First Aid	Medical Treatment	Lost-time injuries
JUNE 2024	4	3	1	0	0
JUNE 2023	6	3	1	2	0
2024 YTD	45	13	15	10	7
2023 YTD	66	21	19	12	14

**Worker / Practicum Student Incidents**

date	JOHSC	severity	claim type	treatment level	injury type	description
05-Jun	AVP F&O	Incident Only	Injury	First Aid	Struck by	Employee emptying coffee urn and urn slipped and hit wrist. Campus Security provided first aid and worker returned to work.
06-Jun	AVP F&O	Incident Only	Near Miss	N/A	N/A	Battery of golf cart damaged during convocation shuttles. Noise was heard and scent apparent – no harm to workers or guests. Cart removed and new battery exchanged.
14-Jun	AVP F&O	Incident Only	Near Miss	N/A	N/A	Following chemical inventory process by HSE, a bottle of highly reactive chemical (Benzyl Chloroformate) burst in the chemical storage fridge. The PI and lab worker cleaned up all of the other chemicals in the area, however the fridge shelves were damaged. Investigation led to alterations in the chemical inventory process to more highly rely on lab workers to perform the inventory tasks and to advise of known or foreseeable hazards.
17-Jun	PRO VPR	Incident Only	Near Miss/Minor	N/A	N/A	MVA between Faculty member and member of public while driving from field research site. Student researcher in the vehicle. No injuries and vehicle remained safe to drive. RCMP contacted and ICBC claim initiated.