



UBC Okanagan AVP Provost & VP Research JOHSC

Meeting information:	Date & Time:	2024/10/22 @ 11:00 am	
	Location:	Teams - Click here to join the meeting Please press CTRL + click to follow this link to the meeting	
	Call to Order:	11:03	
	Adjournment:	11:43	
Previous meeting date:	2024/09/24	Next meeting date & time:	2024/11/26

Committee members, advisors, guests, etc. (indicate co-chairs):	Name:	Role:	Present (Y/N):
	Stephen O’Leary	Worker rep - ENGINEERING	Y
	Kathy Rush	Worker rep - FHDS	Y
	Aria Fani for Praveen Rajan	Worker rep - ENGINEERING	Y
	Saoirse MacKinnon for Francois Miros	Employer rep - BIOLOGY	Y
	Kristin Schuppener	Employer rep - EDUCATION	Y
	Ieva Zigg	Employer rep – IKBSAS	Y
	Cherie Michels	Resources - HSE	Y
	Catherine Chirkoff	Resources - HSE	Y
	Robyn Boffy – Community Safety Manager	Guest - Security	Y

Motion to adopt previous meeting’s minutes:	Kathy Rush	Seconded:	Ieva Zigg
Motion to adopt current meeting’s agenda:	Saoirse MacKinnon	Seconded:	Aria Fani

Report Categories	Details
Guest speaker	<ul style="list-style-type: none"> • Campus Security Community Safety Manager, Robyn Boffy was our guest for this meeting to answer any questions regarding Campus Security protocols and procedures • Robyn – reviewed the Campus Security program for the committee. • Full-time employee has to take the lead on first aid for staff members but EFRT can provide support under their supervision • Safewalks service reviewed • 24/7 service • UBCO Safe App mentioned • Working Alone support reviewed



	<ul style="list-style-type: none"> • When do we call different services? Security officer will do an assessment and radio back to dispatcher when EHS or other emergency responders are required. • Question: When do we call for police? • Answer: Anything with a weapon, Campus Security are not equipped to deal with that or severe aggression. Security managers provide support and make discretionary calls when necessary. • Report any crimes on campus to RCMP – incident reports for unlocked doors, crimes, <ul style="list-style-type: none"> • Stephen asked question regarding how patrol protocols have been changed since incidents on campus. • Answer: Incident mentioned didn't really change any protocols as it was determined in that case that nothing could have been done any different (as determined by WorkSafe and RCMP). • Stephen asked about transit issues – including previous assault • Answer: 2 non affiliates involved. We have a good relationship with transit and there are cameras on buses • UBCO Campus Security has an Instagram that Robyn can be contacted on and also on Teams. • Ieva Zigg – asked about Self-Defence courses that are available. Email Robyn if interested. • Active shooter protocol discussed – Run, Hide, Fight. UBCO also have a threat risk assessment team. • Question from Stephen regarding risk from non-affiliates. Making a case for better lighting on Pine Loop trail. They are patrolled during summer and fire season regularly. Situational awareness very important always. Solar sensor lights possibly an option mentioned. 1 bear sighting this fall but no other issues. • Protocol on sending an alert question. If it is urgent, UBC Alert (which everyone is encouraged to download). • Washroom incident mentioned – no recent reports. Awareness raised concerning students Facetimeing in bathroom being inappropriate. • De-escalation training being offered soon – email Robyn if interested
Incidents (reporting on previous month)	<ul style="list-style-type: none"> • September incidents to be reviewed in Addendum 1 • Incidents discussed – needle poke, fainting incident (both nursing incidents). • An incident didn't make it into the report, Cherie will follow up to see if it needs to be in the report next month or if it is not related to Workplace safety issues.
	<ul style="list-style-type: none"> •
Other OHS reports	<ul style="list-style-type: none"> •
HSE Program Update	<ul style="list-style-type: none"> • Update regarding Chemical Inventory project



	<ul style="list-style-type: none"> HSE had student employees entering data into a database this past summer. Received permission to go onto next step to purchase inventory system.
Training and Education	<ul style="list-style-type: none"> Next lab safety topic – Transportation of biological materials and associated requirements.
Topic for November	<ul style="list-style-type: none"> Guest speaker Amanda Swoboda, HR Wellbeing Specialist, to discuss health & wellness resources for faculty and staff.

Old Business	Item #		Who	Target date
	1	Naloxone kits on campus	Cherie Michels	
	2	Inspections – to be discussed by Stephen and Praveen outside of JOHS meeting later next week. Praveen will be back on the 23 rd of October. Stephen will send email.	Stephen O’Leary and Praveen Rajan	
	3	Training – was the September safety topic. Ensuring everyone who has access has necessary training. January 1 st 2025 is the deadline for training to maintain access to gas storage area. HSE currently conducting audits of the spaces where this is needed.	Cherie Michels	
	4	As of November 1 st , 2024 there are changes to first aid requirements from Work Safe BC. Video shared.	Cherie Michels	
	5	HSE new website discussed – feedback given	Cherie Michels	



New Business	Item #		Who	Target date
	1.	•		
	2.	•		

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: September 1-30, 2024

University of British Columbia – Okanagan Campus JOHSC’s

October 17, 2024

Addendum 1
Dept. of Health, Safety Environment - Incident Report Summary: September 1-30, 2024
University of British Columbia - Okanagan Campus JOHSCs
October 17, 2024

	Total Incidents	Near Miss / No Injury	First Aid	Medical Treatment	Lost-time injuries
SEPT. 2024	12	0	6	3	3
SEPT. 2023	14	2	5	5	2
2024 YTD	70	14	28	17	11
2023 YTD	89	25	28	19	17

Worker / Practicum Student Incidents

date	JOHSC	severity	claim type	treatment level	injury type	description
2024/09/01	FINOP	incident only	injury	first aid	struck against	Two workers were walking through their work area when one of the workers hit the top of their head on a metal overhang. The overhang is in the walking path and thus the worker's department is looking at solutions to prevent recurrence (e.g. blocking access to area with obstacle, adding padding and/or visibility enhancement)
2024/09/02	FINOP	time loss	injury	medical	musculoskeletal injury	A worker experienced a strain in their finger lifting a bin of metal cutlery in water. The corrective action is to communicate to workers in this department that the bins should be tipped instead of lifted to pour out the water and reduce the weight before attempting to lift them.
2024/09/04	FINOP	incident only	injury	declined	fall on same level	A custodial contractor was vacuuming in a work area. A worker walking through the area tried to avoid the vacuum cord but the cord moved while they were stepping and wrapped around their left foot. They wroker then tripped, landing mainly on their left knee and elbow with slight impact on right arm and knee.
2024/09/04	AVP STUDENTS	incident only	no injury	first aid	contact with electric current	A worker was plugging their laptop charger into an outlet when they received an electrical shock. For a few seconds, they could not remove their hand from the charger. The worker experienced sensations in their arm for approximately an hour after the incident but did not experience any longer term injuries.
2024/09/09	FINOP	medical treatment	injury	medical	struck against	The catch tray for a conveyor style toaster was being washed and was not on the toaster while a bun was running through it. The top of bun came out of the toaster and bounced off the counter because there was no tray to catch it. The worker that was making the sandwich at the time instinctively reached out and caught the bun, but in the process struck the top of the counter with the palm of their hand. Bruising resulted but no longer-term injuries occurred.
2024/09/10	FINOP	time loss	injury	unknown	musculoskeletal injury	A worker felt a snap in their lower body while lifting plates and then another snap while lifting and moving garbage. The worker did not report the injury to their supervisor until the day after the incidents occurred. The supervisor reviewed carrying lower weight loads to reduce the risk of muscle strains. Garbage bins in the area were replaced with smaller bins to reduce the weight of the bags being handled.
2024/09/11	FINOP	medical treatment	injury	medical	musculoskeletal injury	A worker reached up to obtain dishes off of a dish carousel when they felt a sharp pain in the front of their shoulder. The worker reported the injury when they tried to move their arm and felt pain and numbness. A task rotation process was implemented in this work area to reduce risks associated with repetitive work.
2024/09/12	FINOP	incident only	injury	unknown	musculoskeletal injury	Two workers were moving a cart when it hit an uneven surface and one of the workers held the cart back. The worker suffered a knee strain as a result.



Joint Occupational Health & Safety Committee
Meeting Agenda

Addendum 1
Dept. of Health, Safety Environment - Incident Report Summary: September 1-30, 2024
University of British Columbia - Okanagan Campus JOHSCs
October 17, 2024

date	JOHSC	severity	claim type	treatment level	injury type	description
2024/09/18	FINOP	time loss	injury	medical	fall on same level	A worker slipped and fell in the changing room at the end of their shift and injured their wrist as a result. The work team was coached to keep the change room floors clear to prevent trip/slip hazards.
2024/09/19	PROV VPR	medical treatment	injury	medical	needlestick	The safety needle retraction feature on enoxaparin needle was defective. A practicum student attempted to trigger needle retraction. The contaminated needle slipped and poked the student in the left index finger. Standard blood and bodily fluid exposure protocols were followed.
2024/09/27	PROV VPR	incident only	no injury	first aid	syncope	A practicum student was observing a patient being started on dialysis, when the student felt light-headed. They removed themselves from the direct care area and fainted onto their bottom. No injuries occurred and there was no impact to the head. The nurses working with the student monitored their vitals and got them cold water, sugar, food. The student was able to remain on site, engaging in learning opportunities. This was the first time the practicum student had observed this procedure or seen this type of medical intervention; the student will be seated for the next time watching a dialysis start.
2024/09/28	FINOP	incident only	injury	first aid	laceration	A worker was cutting the core out of a cabbage while holding the cabbage in their hand. The knife slipped and cut the worker's finger. Proper cutting procedures were reviewed with the work team, including placing the item on a secured cutting board and cutting away from the body.