



UBC Okanagan
AVPFO JOHSC
MINUTES

Meeting information:	Date & Time:	2024/09/10	
	Location:	UNI001A / Virtual	
	Call to Order:	11:00am	
	Adjournment:	12:00pm	
Previous meeting date:	2024/08/21	Next meeting date & time:	2024/10/08

Committee members, advisors, guests, etc. (indicate Co-chairs):	Name:	Role:	Present (Y/N):
	Natalie Hobbs	BCGEU – Daycare	Y
	Chris White, Co-Chair	BCGEU – Facilities Management	Y
	Julie Forgie	BCGEU – Bookstore	N
	Jason Phillippo	BCGEU – Food Services	N
	Roger Bizzotto	Facilities Management	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
Is quorum achieved? (minimum of 4 voting members: # worker reps ≥ # employer reps) Y / N			Y

Motion to adopt previous meeting’s minutes:	R. Bizzotto	Seconded:	C. White
Motion to adopt current meeting’s agenda:	C. White	Seconded:	D. Korven



Standing Items	Details		
Incidents (reporting on previous month)	See Addendum 1 HSE Incident Report Summary for August.		
Inspections	<ul style="list-style-type: none"> • Committee • Please sign up for inspections if you haven't already (see below) 		
Other OHS reports			
HSE Program Update	<ul style="list-style-type: none"> • Cabinets have been installed, naloxone will be installed today and communication plan is being developed 		
Training and Education	<ul style="list-style-type: none"> • HSE working on Naloxone awareness courses. • First Aid will be trained and carry it with them 		
Updates	<ul style="list-style-type: none"> • N/A 		
Old Business	Details	Who	Status / Target date
H lot path	<ul style="list-style-type: none"> • Recommendations approved • Long term plans: official crosswalk • In the meantime, there will be signage put up to say "no crossing" -perhaps rationale is that there has been a formal recommendation and now they want to put up signage. Chair looking for feedback on this: is it counter-intuitive to tell people not to cross when the plan will be to cross there in the future? Suggested adding "crosswalk coming" to the sign • External transportation study-need to clarify when that study will happen 	T. Campbell	Jan 2025
Reporting numbers for approved claims reported through Worksafe BC	Adrian will report back when review complete. Not complete.	A. Hingston	Ongoing
Communication devices in labs	<p>Recommendation letter submitted by JOHSC Pro VPR in relation to the call boxes in labs. Response to update signage, replace faulty coms devices and improve process.</p> <p>Update: -looking at this across campus -going forward with recommendation that safety phones next to AED's with naloxone</p>	A. Hingston	Ongoing



	-work is in progress to put hallway safety phones outside labs in IP1		
Daycare Inspection (Outdoor)	<p>Confirmed approach with committee.</p> <ol style="list-style-type: none"> 1) Concerns that there is not a sidewalk on the west side of Discovery between the daycare and the cross walk. 2) Concern that there is speeding along Discovery 3) Concern that the drop off area is not effective at drop off time due to volume of traffic and scarcity of space 4) Concern that there is not a speed bump or crossing along Discovery in proximity to the daycare entrance 5) Fence is easily climbed in/out of the play yards. Below the sand pit is particularly low (security for kids and theft). 6) Observations of Smokers around Cascades and in forested area (process for reporting). 7) Irrigation/water/wood chips in outdoor play areas (cooling and fire prevention) 8) Tripping hazard on hill (decommissioned sprinkler head) 9) Trees overhanging fence and play area (danger to children/workers) 10) Trees adjacent and in close proximity to building (fire smart) 	<p>1-4: A. Hingston to discuss with S. Dunn 5-10: A. Hingston to bring to with A. Larson</p>	Ongoing
	<p>Confirmed approach with committee.</p> <ol style="list-style-type: none"> 1) Toddler gate at North kitchen entrance 2) Employee awareness/practice of lock down procedures (human created, wildlife etc) 3) Storage of materials (books, toys etc) at heights and locations to create ergonomic concerns 	<p>1-3: A. Hingston to bring to with A. Larson</p>	Ongoing
New Business	Details	Who	Status / Target date
Cyclists on Alumni	<ul style="list-style-type: none"> • Complaints from cyclists on Alumni regarding the speed bump • HSE working with planning and traffic engineer looking at speed bumps-hope to change to speed hump 	A. Hingston	Info only
TMP's	<ul style="list-style-type: none"> • Concrete pours from ramp, apron, and Alumni • Will require some alternating traffic along Alumni 	A. Hingston	Info only



2024 Annual Inspections (2 members per inspection)

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

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).

	Total Incidents	Near Miss / No Injury	First Aid	Medical Treatment	Lost-time injuries
AUGUST 2024	6	0	3	3	0
AUGUST 2023	7	1	4	1	1
2024 YTD	58	14	22	14	8
2023 YTD	75	23	23	14	15

Worker / Practicum Student Incidents

date	JOHSC	severity	claim type	treatment level	injury type	description
2024/07/12	PROV VPR	incident only	injury	2024/08/29 - changed from 'first aid' to 'medical treatment'	fall from elevation	A worker was descending some stairs inside a campus building when they missed a step and fell. The worker was given a cold compress and Campus Security was contacted to provide first aid treatment. The worker went home after the incident as the elevator in their building was out of service for maintenance and the worker was concerned that their knee pain would be even more aggravated by stair usage.
2024/08/01	FINOP	incident only	injury	unknown	musculoskeletal injury	The children were playing in the play yard and one of the children needed help to get up from the Teeter Totter so the educator picked the child and that hurt their back. The educator originally felt it would be alright after taking rest. However, the educator informed their supervisor the next day that the pain was not getting better.
2024/08/07	AVP Students	incident only	injury	declined	fall on same level	A worker fell in a parking lot where there is a bit of a ditch/trench between rows of cars. The incident was reported to Parking Services who followed up with a plan to patch the hole. Hole was subsequently filled to minimize/eliminate further tripping risk.
2024/08/08	FINOP	medical treatment	injury	medical	musculoskeletal injury	A worker has been experiencing right arm & wrist pain for some years. They have been using various ergo keyboards and mouses recommended by their employer and also regularly seek massage therapy. The pain has been getting significantly worse over the past few months. The worker has been experiencing limited range of motion and pain 24/7. It hurts to stretch or make a fist out of their right hand. The pain is also extended to their neck.

date	JOHSC	severity	claim type	treatment level	injury type	description
2024/08/09	PROV VPR	medical treatment	injury	medical	burn	I was autoclaving some waste using the top autoclave. I checked the cycle that I already started, and I found that the pressure did not raise, and then I stopped the machine, and saw that the rubber around the lid was came off, so the machine was leaking and pressure did not raise, I tried to fix that, and put that in its place, so I got close to the machine, the bottom one was working, and accidentally my leg touched the lid of the working autoclave, it was hot, so I burnt an area of my skin of my right leg, around 18 cm2.
2024/08/16	PROV VPR	medical treatment	injury	medical	laceration	The injured individual was trying to fit a glass tube in a rubber stopper, and the glass tube broke, cutting the individual on their left thumb. The individual called Campus Security, who came after about 15 minutes and provided first aid by stopping the bleeding. Then campus security advised the individual to go to the hospital to check if there were no broken glass particles in the wound. The injured individual saw a doctor at Kelowna General Hospital, who confirmed that the wound had no glass particles and then stitched it.
2024/08/19	PROV VPR	incident only	injury	first aid	laceration	A paid student was washing and cleaning glassware, when it slipped out of their hands and shattered on the countertop. This resulted in a small cut of about 5mm along the tip of the right hand pinky finger. The paid student proceeded to run it underwater, while a second student came to get me. I assessed the situation and proceeded to apply first aid. Calling campus security was offered, however, it was declined by the student deemed unnecessary due to the assessed severity. The wound was cleaned multiple times with first aid kit wipes, and the wound was bandaged and pressure was applied until bleeding stopped. The bandage was then changed for a fresh one, and the paid student was comfortable with being driven home by another student.