



UBC Okanagan AVP Students JOHSC

Meeting information:	Date & Time:	November 21, 2024 @ 1:00pm		
	Location:	UNC325a and virtual meeting via zoom		
	Call to Order:	13:00		
	Adjournment:	13:24		
Previous meeting date:	October 17, 2024 @ 1:00pm	Next meeting date & time:	December 19, 2024 @ 1:00pm	

Committee members, advisors, guests, etc. (indicate co-chairs):	Name:	Role:	Present (Y/N):
	Jeff Stonehouse	worker rep – BCGEU / co-chair	Y
	Robyn Bunn	employer rep - M&P	N
	Jackie Toews	worker rep - BCGEU	N
	Amy Lauterbacher	employer rep - M & P /co-chair	Y
	Carla Lanigan	worker rep - BCGEU	Y
	Christine Squire	employer rep – M&P	Y
	Jason McLeod	ex officio - Health, Safety & Environment	Y
	Catherine Chirkoff for Sherry Petkau	admin resource	Y

Is quorum achieved? (minimum of 4 voting members: # worker reps ≥ # employer reps) Y / N Y

Motion to adopt previous meeting’s minutes:	Jeff Stonehouse	Seconded:	Carla Lanigan
Motion to adopt current meeting’s agenda:	Amy Lauterbacher	Seconded:	Christine Squire
*Post adopted minutes to JOHSC Website at conclusion of this meeting			

	Informal inspections conducted	Formal inspections conducted	Recommendations made to employer
This period	0	6	0
Year-to-date	0	6	0

Report Categories	Details
Incidents (reporting on previous month)	<ul style="list-style-type: none"> • 9 incidents in October: <ul style="list-style-type: none"> ▪ October 6th - incident only, injury. Container of sauce lifted and heard noise in back. Sore back between shoulder. Corrective action: ask for help to lift heavy items ▪ October 7th - medical treatment, laceration. Paid student carrying glass flask when it broke with neck of flask remaining in student’s hand. Corrective action: add secondary containment to the flask when doing the same kind of experiments. Inspect flasks for flaws. ▪ October 10th - incident only, no injury. Equipment failure, reactor was loaded and set up as usual process. Left alone while operator in meeting, during this time a ‘rupture disk’ ruptured and released contents into closed fume hood. Corrective action: rupture disc functioned correctly but not able to determine why it ruptured. ▪ October 15th - slicing carrots with ‘mandolin’ device, cut to hand. Corrective action: Pay attention when slicing, use guard(s).



	<ul style="list-style-type: none"> October 22nd - Slip and fall on elbow when piece of plastic was stepped upon on stairs. First aid administered. Time loss. Corrective action: material on stairs removed. October 23rd - incident only, no injury. Inappropriate labeling of perishable biological materials. Staff member contacted HSE regarding lack of information on label. Human biological samples and dry ice. Package labeling did not follow procedures. October 25th - incident only, neck made contact with corner of stove and metal cut worker on the neck during unboxing of stove. Corrective action: examine items when unpacking October 28th - fall on same level. Fell while crossing rock drainage channel beside parking lot, no injury. October 30th – vaccination clinic – worker who received vaccination briefly lost consciousness and hit head on the floor. Recovered in flu clinic.
Inspections	<ul style="list-style-type: none"> WorkSafeBC – inspection of lab in IP1 - working with Lithium. Sensitive around water. Emergency eyewash station usually needs to be within 6 metres. WorkSafe Inspection discusses requirements as well as variance process. UBCO will submit variance to locate eyewash greater than 6m from working area. Note that WorkSafeBC Inspections are posted on the HSE website: https://hse.ok.ubc.ca/safety/accidents/worksafebc-inspection-reports/
Other OHS reports	<ul style="list-style-type: none">
HSE Program Update	<ul style="list-style-type: none"> One JOHSC is dealing with issues around scent and the scent free program. Strongly encouraging people to participate in this voluntary program. HSE have posters and electronic signage they can provide to departments if they would like to put them up. https://hse.ok.ubc.ca/health/scentfree/
Training and Education	<ul style="list-style-type: none"> Developing AED course and Naloxone course
Annual Reviews	<ul style="list-style-type: none">
Other UBCO JOHSCs	<ul style="list-style-type: none">
Other	<ul style="list-style-type: none">

Standing Items	January Meeting Each Year:
Review TOR	
Committee Evaluation	

Old Business	Item #		Who	Target date
		Status:		
		Status:		

New Business	Item #		Who	Target date
	2024-11-2 - 1	<ul style="list-style-type: none"> Vote on changes to ToR 	All	2024-12-19
	2024-11-21-2	<ul style="list-style-type: none"> Okay to continue with current schedule of meetings (will update calendar for 2025) 	All	2024-11-21
		<ul style="list-style-type: none"> 		

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)