



UBC Okanagan AVP Students JOHSC

Meeting information:	Date & Time:	December 19, 2024 1:00p		
	Location:	UNC325a and virtual meeting via zoom		
	Call to Order:			
	Adjournment:			
Previous meeting date:	November 21, 2024, 1:00pm	Next meeting date & time:	January 16, 2025, 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 /	y
	Jackie Toews	worker rep - BCGEU	y
	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
	Sherry Petkau	admin resource	
Is quorum achieved? (minimum of 4 voting members: # worker reps ≥ # employer reps) Y / N			y

Motion to adopt previous meeting’s minutes:	Christine Squire	Seconded:	Jackie Toews
Motion to adopt current meeting’s agenda:	Carla Lanigan	Seconded:	Robyn Bunn
*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 tmonth)	<ul style="list-style-type: none"> <li>15 incidents</li> <li>Nov 1, injury, poked by end of pipette, corrective action – pair with more experienced lab member</li> <li>Nov 4, time loss, gradual onset, musculoskeletal, possible back injury, unclear if it was done at home or at work</li> <li>Nov 5, incident only gradual onset, musculoskeletal, scooping ice cream – reduce time having to do this work</li> <li>Nov 7, 2 incidents - different people had strong allergic reactions, allergy medicine seemed to work haven’t confirmed if it was actually something within the lab</li> <li>Nov 7, incident only, injury, first aid, musculoskeletal, instructed to request help when lifting</li> <li>Nov 7, incident only, no injury, highway incident when travelling to work in another town, short term whiplash</li> <li>Nov 8, incident only, injury, first aid treatment, burn from stream – worker directed to wear oven gloves when removing pans from steam wells</li> </ul>



	<ul style="list-style-type: none"> <li>Nov 8, time loss, allergic reaction to a strong smell coming from cabinet where lab coats are stored, not sure of the source, maybe personal fragrances or when experiments are being conducted</li> <li>Nov 18, medical treatment, injury, fall on same level, cut to forehead, campus security provided first aid</li> <li>Nov 18, incident only, no injury, student caused a fire in Comma microwave then threw it into the garbage which caught fire, staff member put out the fire without use of fire extinguisher</li> <li>Nov 19, incident only, injury, laceration of thumb – all workers reminded of correct way to cut when preparing food</li> <li>Nov 24, time loss, injury, struck against, hit knee on metal drawer – ensure all drawers are closed properly after use</li> <li>Nov 25, incident only, no injury, musculoskeletal, bent over to pick up something and pulled a muscle, indicated they have history of back pain so not a task related cause</li> <li>Nov 29, time loss, injury, struck by walk-in fridge door - must knock before exiting a fridge, walk as far away from doors as possible</li> <li>Nov 7 – information only - non-worker, student, pipette snapped and cut their hand, applied bandage</li> </ul>
Inspections	Investigating an electronic option for recording the inspections
Other OHS reports	
HSE Program Update	CORM website has been updated – reach out if you can't find what you need
Training and Education	<ul style="list-style-type: none"> <li>Ladder safety and fall protection will be the next course on WPL</li> </ul>
Annual Reviews	<ul style="list-style-type: none"> <li>Jason will do a draft and share with co-chairs, will try to get that out before January</li> </ul>
Other UBCO JOHSCs	<ul style="list-style-type: none"> <li>Food services will be forming their own safety committee – Jason will be working closely with them and spending more time in the food service areas</li> </ul>
Other	<ul style="list-style-type: none"> <li>Eye wash station moving away from Lithium lab</li> <li></li> </ul>

Standing Items	January Meeting Each Year:
Review TOR	Final update is done, will be sent out for January meeting
Committee Evaluation	

Old Business	Item #		Who	Target date

New Business	Item #		Who	Target date
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	2025_01_16	<ul style="list-style-type: none"><li>• Review the update TOR</li><li>•</li></ul>	All	
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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)