



UBC Okanagan AVP Provost & VP Research JOHSC

Meeting information:	Date & Time:	2025/02/25 @ 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:	11:05	
	Adjournment:	11:53	
Previous meeting date:		2024/02/28	Next meeting date & time: 2025/03/26

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
	Praveen Rajan	Worker rep - ENGINEERING	Y
	Francois Miro	Employer rep - BIOLOGY	Y
	Kristin Schuppener	Employer rep - EDUCATION	Y
	Tyler Donner	Employer rep – IKBSAS	Y
	Cherie Michels	Resources - HSE	Y
	Catherine Chirkoff	Resources - HSE	N
	Adrian Hingston	Resources – HSE	Y

Motion to adopt previous meeting's minutes:	Dec: Francois Jan: Kristin	Seconded:	Dec: Kristin Jan: Francois
Motion to adopt current meeting's agenda:	Kathy	Seconded:	Praveen

Report Categories	Details
Incidents (reporting on previous month)	January incidents to be reviewed (Cherie) – 3 incidents within portfolio – reviewed each. Incident on 16 th was reviewed by Francois and Stephen. Clean up happened quickly and transported by PI to hospital. Reminder to request support from FM (clean up) and Campus Security (First Aid and Transport).
Other OHS reports	<ul style="list-style-type: none"> Building Inspections (Francois): Francois provided overview of inspection schedule – request that inspections be completed over next 2 months. Discussion around scheduling a meeting in some of the spaces needing inspection. Cherie to have meeting scheduled in PGF.



HSE Program Update	<ul style="list-style-type: none">• Update to Lab Equipment Clearance Form (Attached) - Cherie• Upcoming mandatory training courses for Facilities, Security & IT for lab entrance – Cherie• Update on PPE signage for labs (Addendum 2 & Attached) – Cherie: signs don't currently have minimum PPE requirements. Looking to add to existing signs. Presented 2 options and requested feedback. Feedback provided to make PPE signs stand out more if possible (perhaps above midline of existing signs). Trying to stay away from comments area because it does not stand out enough.
Training and Education	<ul style="list-style-type: none">•

Old Business	Item #		Who	Target date
Incidents (reporting on previous month)				
Other OHS reports		- Salto access review of lab spaces continuing	Cherie M	
Training and Education				
Receiving and responding to disclosures of sexual violence training		<ul style="list-style-type: none">• Identified in recent global email. Went from HR to the RTOC (required training oversight committee) and is required for all UBC Employees in Supervisory roles.	Cherie M	Complete



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
Dept. of Health, Safety & Environment - Incident Report Summary: January 1-31, 2025
University of British Columbia - Okanagan Campus JOHSCs
February 21, 2025

Worker Incidents	Total Incidents	Near Miss / No Injury	First Aid	Medical Treatment	Time Loss
JANUARY 2025	9	2	4	1	2
JANUARY 2024	7	2	2	2	1
2025 YTD	9	2	4	1	2
2024 YTD	7	2	2	2	1

Date	JOHSC	Severity	Claim Type	Treatment Level	Injury Type	Description
2025/01/02	FINOP	time loss	injury	medical	fall on same level	Employee was attending off campus course (First Aid) when they slipped on stairs during break. Transported by ambulance to urgent care. Supervisor reviewed with employee – outcome to slow down and maintain awareness.
2025/01/09	FINOP	incident only	no injury	N/A	MVI	Golf cart tire got caught on bollards by the gym, cracking the rim and damaging the tire. Supervisor reviewed with employee. Retraining on golf cart awareness and redoing supervised ‘road test’.
2025/01/13	FINOP	time loss	injury	first aid declined	struck by	Employee was putting dishes away, reaching overhead when an insert slipped out of their hand and dropped onto their thumb. Corrective action: Remind employees to be careful and take their time.
2025/01/14	FINOP	incident only	no injury	none specified	contact with heat	Employee dipped their finger into deep fryer oil to retrieve a chicken finger. Corrective action: follow up with employee to use appropriate tools.
2025/01/15	FINOP	incident only	no injury	first aid	laceration	Employee was cutting tomatoes when knife slipped and cut their finger. Corrective Action: discussed caution when using knives with all employees.



2025/01/16	PROV VPR	medical treatment	injury	medical	contact with chemicals	Paid Student working in lab. Generating HCl gas from an open system in a fume hood. Flask stopper popped off due to pressure and splashed sulfuric acid on right arm and neck (above collar). Paid Student immediately used safety shower and was transported to hospital by PI where he received minor burn treatments and was released. Corrective actions included updating the procedure, reviewing accident protocols for run-away experiments and review incident response protocols.
2025/01/29	PROV VPR	incident only	no injury	N/A	strong odour	Paid Student noticed gas smell in EME. Left the lab and attempted to report to EME Techs. HSE reviewed with FM and determined that there were dry drain traps.
2025/01/29	PROV VPR	incident only	injury	declined	pain from contact	Worker was walking in hallway of clinical unit and was unpredictably grabbed on the arm by a confused and unbalanced patient. Corrective Action: Continue to provide musculoskeletal injury prevention and violence prevention training to all clinical teaching staff.

UBCO JOHSC Incident Report Summary: January 1-31, 2025 (continued)

Worker Incidents (continued)						
2025/01/31	PROV VPR	incident only	injury	none specified	musculoskeletal injury	A worker was bowling with colleagues for a program event. The next morning, they noticed numbness in their left thumb which became worse as the week went on.

Practicum Student Incidents	Total Incidents	Near Miss / No Injury	First Aid	Medical Treatment	Time Loss
JANUARY 2025	0	0	0	0	0
JANUARY 2024	3	0	0	3	0



2025 YTD	0	0	0	0	0
2024 YTD	3	0	0	3	0

Date	JOHSC	Severity	Claim Type	Treatment Level	Injury Type	Description
-	-	-	-	-	-	-

Other Incidents (for information only)						
Date	student / contractor / visitor	Severity	Claim Type	Treatment Level	Injury Type	Description
2025/01/31	student	incident only	no injury	first aid	contact with chemicals	While in a Chemistry undergrad lab, a student used their shoulder to scratch an itch on upper lip. Student left the lab when finished but felt a burn while waiting for coffee and came back to the lab. A red spot above the lip was observed and first aid was administered. Cold tap water was used to rinse area. Soap and cold tap water was used to wash the area (no rubbing) and area was rinsed again with cold tap water.



Addendum 2

Potential Sign Additions

Lab coats / closed toed shoes

