



UBC Okanagan
AVPFO JOHSC
MINUTES

Meeting information:	Date & Time:	2025/03/11	
	Location:	UNI001A / Virtual	
	Call to Order:	10:02am	
	Adjournment:	10:35am	
Previous meeting date:		2024/02/11	Next meeting date & time: 2025/04/08

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	Y
	Jason Phillipo	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
	Brooklyn Kuzyk	Campus Operations and Risk Management (<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:	J. Forgie	Seconded	R. Bizzotto
Motion to adopt current meeting's agenda:	D. Korven	Seconded:	J. Forgie



Standing Items	Details		
Incidents (reporting on previous month)	<ul style="list-style-type: none">-See Addendum 1 HSE Incident Report Summary for February-A. Hingston to provide a more specified report next meeting		
Inspections	<ul style="list-style-type: none">• <u>New 2025 inspection sheet</u> has been attached• OM1/OM2 issue has been followed up on		
Other OHS reports	<ul style="list-style-type: none">• Executive Health, Safety and Security report complete and to be presented this week		
HSE Program Update	<ul style="list-style-type: none">• Current WPL courses are more general, trying to create more specific training for particular groups on-campus		
Training and Education	<ul style="list-style-type: none">• New training software to be demonstrated next meeting• Emergency procedures video coming for each of our buildings, labs prioritized due to increased risk• Working to develop more FM-related courses• A. Hingston to send ladder safety video to committee for feedback• Food services local safety committee upcoming		
Updates			
Old Business	Details	Who	Status / Target date
Cyclists on Alumni	<ul style="list-style-type: none">• Proposal to extend speed humps to gutter-to-gutter speed bump• Review upcoming	A. Hingston	Info only
TMPs	<ul style="list-style-type: none">• XSS doing a 3-day TMP on the ramp	R. Bizzotto, A. Hingston	Info only
New Business	Details	Who	Status / Target date

Meeting Adjourned: 10:35am



2025 Annual Inspections (2 members per inspection)

Building	Inspection Team	2024 Inspection Date	Planned Inspection Date	Actual Inspection Date	Notable Findings
ADM	J. Forgie / J. Phillippo	N/A	Mar. 2025		
IA1	D. Korven / R. Bizzotto	Sept. 27 th , 2024			
OM1/ OM2	T. Campbell / J. Forgie	Jan. 29 th , 2025			
NHC (level 2)	T. Campbell / J. Phillippo	Sept. 25 th , 2024			
QOT	C. White / R. Bizzotto	Sept. 24 th , 2024			
RHS	N. Hobbs / C. White	April 30 th , 2024			
UNI	T. Campbell / D. Korven	Sept. 20 th , 2024			

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)



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Addendum 1
Dept. of Health, Safety & Environment - Incident Report Summary: February 1-28, 2025
University of British Columbia - Okanagan Campus JOHSCs
March 12, 2025

Worker Incidents	Total Incidents	Near Miss / No Injury	First Aid	Medical Treatment	Time Loss
FEBRUARY 2025	10	3	1	1	5
FEBRUARY 2024	9	4	3	0	2

2025 YTD	19	5	5	2	7
2024 YTD	16	6	5	2	3

Date	JOHSC	Severity	Claim Type	Treatment Level	Injury Type	Description
2025/02/04	FINOP	time loss	no injury	first aid	psychological trauma	A worker responded to an on-call student mental health issue - a student expressing suicidal ideation. Following this response, the worker and their supervisor debriefed on the situation. The following day, the worker expressed that they were feeling shaken up from the incident response. The supervisor reassigned the worker from their on-call duties for the duration of that week. The worker then expressed a need for further follow-up after which a series of debriefings and counsellor meetings occurred.
2025/02/05	FINOP	time loss	injury	first aid declined	musculoskeletal injury	A worker was sitting on a floor next to a child when the child started to cry. The worker then stood up. The crying child was holding onto their leg so they bent over and picked up child. The worker then felt pain in their lower back, but walked over to the other area of the play room before placing the child back on the ground.
2025/02/06	PROV VPR	incident only	no injury	N/A	incorrect procedure	A lab technician noticed a student in a lab exchanging a gas cylinder, with the cylinder free-standing and without the cap on the valve.
2025/02/12	FINOP	incident only	no injury	N/A	spills or gas leaks	During HSE's weekly biohazardous lab waste pick-up process, two bottles of liquid risk group 2 waste were collected and transported to the HSE hazmat vehicle using a cart. Once in the hazmat vehicle, one bottle was tipped over by a bag and the lid came completely off, resulting in a spill of approximately 500 ml of the content. The spill was cleaned using a biospill solidifier and disinfected with 10% bleach by two HSE staff.



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2025/02/12	FINOP	time loss	injury	medical	musculoskeletal injury	A worker was in a walk-in cooler getting soups for service. They lifted a container of soup to place it on a cart and felt a sharp twinge in lower back momentarily. They continued to work for the remainder of the day but subsequently missed work due to the injury. Corrective Action Identified: Store soups in smaller, more manageable containers to minimize lift risks. Move any racks out of the way before lifting to ensure proper body position.
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Worker Incidents (continued)

Date	JOHSC	Severity	Claim Type	Treatment Level	Injury Type	Description
2025/02/21	PROV VPR	incident only	no injury	N/A	equipment failure	Two researchers were working in another area of the lab when they heard a hissing sound. They closed in on the sound to see and hear that a gas line had ruptured. They immediately evacuated the lab and called Campus Security. Security came with a multigas monitor and claimed that there was excess oxygen detected and mandated the lab be evacuated. This is peculiar because after further examination, the source of gas was a standard air line. HSE is following up with an investigation of the multigas monitor that was used (it had been recently calibrated but it is not clear if it received the daily required 'bump test' before being used).
2025/02/22	FINOP	incident only	no injury	first aid	struck by	A worker reported that they hit their head on a metal box hanging from the ceiling that contains fire suppression tanks.
2025/02/23	FINOP	time loss	injury	medical	musculoskeletal injury	Campus Security was contacted for first aid treatment after a worker hurt their shoulder/back while moving boxes of products. The call for first aid occurred 3 days after the original occurrence of the injury.
2025/02/25	FINOP	time loss	injury	none specified	musculoskeletal injury	A worker reported that they felt a pull in their shoulder/back of neck while removing a pan of food from an oven. The worker reported that the injury occurred on the 25th but they worked their full shift that day, then missed work on the 26th due to the injury, but were back to work on the 27th. No first aid or medical treatment occurred.
2025/02/25	FINOP	medical treatment	injury	medical	musculoskeletal injury	A worker showed their supervisor their swollen hand. The worker was not able to say what led to the swelling (or whether or not it even occurred at work), but they left work immediately after reporting this and went to seek medical attention.

Practicum Student Incidents	Total Incidents	Near Miss / No Injury	First Aid	Medical Treatment	Time Loss
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FEBRUARY 2025	1	0	1	0	0
FEBRUARY 2024	2	0	0	2	0

2025 YTD	1	0	1	0	0
2024 YTD	5	0	0	5	0

Date	JOHSC	Severity	Claim Type	Treatment Level	Injury Type	Description
2025/02/11	PROV VPR	incident only	injury	first aid declined	caught under	During the clinical day, a practicum student was working closely with another group to move beds around in the hallway when one of the beds accidentally rolled over their foot.

Other Incidents (for information only)						
Date	student / contractor / visitor	Severity	Claim Type	Treatment Level	Injury Type	Description
2025/02/23	unknown	incident only	no injury	N/A	mischieif	A person entered a building fire egress stairwell and activated a fire sprinkler valve, walking away and leaving the valve open. A large volume of water went down the stairwell and into a lecture theatre adjacent to the bottom level exit door into the stairwell. Remediation occurred for the areas affected.