

MINUTES

UBC OKANAGAN UNIVERSITY HEALTH & SAFETY COMMITTEE MEETING

Tuesday, April 17, 2007 – 1:00 p.m.
Science 253

Chair: Karen Hill
Present: Linda Allan, Garry Appleton, Roger Bizzotto, Wade Bottorff, Carol Boyd, Shannon Dunn, Allan King, Naomi McPherson, Paul Phillips, David Smith
Regrets: Don Lyons
Guests: Kenneth Yu, Dave Cavezza, Jackie Podger

Recording: Doris Taylor

1. Call to Order – 1:00 p.m.
2. Approval of Agenda as amended
(addition of item 11. Emergency Planning - Virginia Tech)
– moved, seconded, carried
3. Approval of Minutes of March 20, 2007 – moved, seconded, carried
4. Introduction of new M & P UHSC member - Garry Appleton,
Manager of Security and Parking (J. Podger)
5. Introduction of Acting Health, Safety & Environment Advisor –
Kenneth Yu (J. Podger)

OLD BUSINESS

6. Proposed revisions to UHSC Terms of Reference (K.Hill)

The University Health and Safety Committee (Okanagan) Terms of Reference were approved with the following revisions:
 1. Revise 5. Committee Membership – appointments to committee
 2. Revise 6. Quorum and Voting – quorum was more defined
 3. Remove 8.2 (f) Standing Committee Reports.
Renummer the points under 8.2.
 4. Add 10.3 Duties of co-chairs: “Meet **at least** regularly . . . “.
7. Building Inspections (A. King)

Committee members available to conduct building inspections are asked to contact A. King who will schedule dates, times, and buildings/areas to be inspected. Training will be provided where necessary.

ACTION: A. King to coordinate building or area/inspections

8. DVC Executive review of scent free guidelines (J. Podger)

J. Podger presented the Committee with a report generated by the DVC Executive in regards to the UHSC proposed scent free guidelines.

ACTION: J. Podger to e-mail copy of DVC Executive report to UHSC co-chairs.

The scent-free subcommittee is advised to follow up on the DVC Executive response and comments and amend the scent-free guidelines as necessary.

9. Variance Update (K. Yu)

K. Yu updated the committee on the status of the variance.

NEW BUSINESS

10. Training Opportunities (D. Cavezza)

A current list of training opportunities was distributed. WorkSafe courses are offered at no cost to University staff and faculty. Several additional courses are offered on a fee-for-service basis. Questions can be directed to D. Cavezza at 807-8821.

11. Emergency Planning - Virginia Tech

Item deferred to next meeting.

Next meeting date: Tuesday, May 15, 2007

Time: 1:00 p.m.

Location: Science 253

Meeting adjourned at 2:30 p.m.

UPCOMING COURSES

HEALTH SAFETY & ENVIRONMENT - UBC OKANAGAN

Apr 24: Occupational First Aid - Level 1

Location: Arts 210

Time: 8am - 5pm

Cost: \$75

May 1: Occupational First Aid - Level 1

Location: Arts 210

Time: 8am - 5pm

Cost: \$75

May 2: Transportation Endorsement Certification

Location: Arts 210

Time: 8:30am - 4pm

Cost: \$80

May 15: Occupational First Aid - Level 1

Location: Arts 210

Time: 8am - 5pm

Cost: \$75

May 16: Transportation Endorsement Certification

Location: Arts 210

Time: 8:30am - 4pm

Cost: \$80

May 23: Artificial External Defibrillator Course (Re-cert)

Location: TBA

Time: 8:30am - 12pm

Cost: \$50

May 25: Artificial External Defibrillator Course (full certification)

Location: TBA

Time: 8:30am - 4pm

Cost: \$75

Please contact Dave Cavezza at dave.cavezza@ubc.ca or 78821 to register.