

MINUTES

UBC OKANAGAN UNIVERSITY HEALTH & SAFETY COMMITTEE MEETING

Tuesday, January 16, 2007– 1:00 pm
Science 253

Chair: Karen Hill
Present: Dave Smith, Carol Boyd, Paul Phillips, Shannon Dunn, Max Lowther, Naomi McPherson
Regrets: Wade Bottorff, Don Lyons, Roger Bizzotto
Absent: Linda Allan, Allan King
Guest: Judi Van Swieten

Recording: Yvonne Novak

1. Call to order – 1:07 pm

Judi Van Swieten, Emergency Planning Coordinator, HSE V, was introduced to the committee and she provided a brief overview of emergency management and disaster planning at UBC Vancouver. The purpose of Ms. Van Swieten's visit was to meet with the HSE Advisor and discuss the plan for the Okanagan campus.

2. Approval of agenda – Approved with one addition – 8. Slippery Walkways

OLD BUSINESS

3. Scent free guidelines (N. McPherson)

The Committee provided feedback on the latest version of the Scent Free Guidelines. N. McPherson will create a final draft of the document to be sent via e-mail to the Committee and members will be requested to provide comment prior to the next UHSC meeting.

ACTION: N. McPherson to send final draft of scent free document to Y. Novak for distribution and comments from Committee members.

Ozone emissions on new photocopiers (S. Kayfish)

S. Kayfish tested for the presence of ozone as a result of photocopier use in the Library Building. All tests were negative. S. Kayfish explained that ozone should not be an issue with the new copiers if they are operating as intended.

Universal Design Guidelines relevance to scent free (S. Dunn)

S. Dunn reported that issues that had been removed from the Scent free draft document were covered under the Universal Design Guidelines.

4. Smoking Gazebo (W. Bottorff)

Several members confirmed that the smoking gazebo had now been moved.

5. Building Inspection Reports

M. Lowther reported on completed building inspections and indicated that the results would be forwarded to HSE, Facilities and the UHSC Co-Chairs.

6. Recommendations to the DVC Executive regarding cigarette sales on campus (S. Kayfish)

S. Kayfish made recommendations to the DVC Executive that the Students' Union be subject to the interim smoking policy's requirements with the exception that a caveat be added to allow the SU to continue to operate their one cigarette dispenser for the remainder of the lease. The DVC Executive supported the recommendation. Plans to formally revise UBC Smoking Policy are now underway.

NEW BUSINESS

7. Advisor's Report (S. Kayfish)

See Addendum #1.

8. Slippery Walkways (P. Phillips)

P. Phillips reported that several walkways were very slippery and needed special attention. Facilities would be notified immediately for action as potentially harmful situations arise.

Adjourned – 2:02 pm

Next Meeting: Tuesday, February 13, 2007
Time: 1:00 pm
Location: Science 253

ADDENDUM #1

Advisor's Report University of British Columbia, Okanagan Health and Safety Committee January 16th, 2006

1. Ozone Testing

At the request of the UHSC the HSE Advisor tested for the presence of ozone in the Library Building (Photocopy room – 4 new copiers). The test was negative. The new photocopiers should not generate any ozone unless there is a problem with the machine (results from internal arching).

2. Interim Smoking Policy

The Interim Smoking Policy is now in effect. The Students Union will be granted an exception to the statement regarding sales (specifically with respect to the existing cigarette machine located in the Well) until the lease on the machine expires (one more year).

The educational campaign to support policy implementation has commenced. Signage (sandwich boards) has been posted near entranceways, and articles will be submitted to the DVC, Exchange and HR Update E-letters for consideration.

3. Emergency Preparedness

Facilities Management conducted emergency evacuation drills for all of the campus buildings. See evacuation times. HSE will be meeting with each Emergency Director to discuss strengths and focus areas of the existing evacuation plans.

4. HSE Postings

Both the HSE Advisor (one year term) and HSE Associate positions have been posted for a two week period. Goal is to hire both positions by March 1st, 2007. The current HSE Advisor will be on leave as of mid-April.

5. Report on Incident/Accident Statistics