

THE UNIVERSITY OF BRITISH COLUMBIA | OKANAGAN

University Health and Safety Committee

MINUTES

Friday, October 17, 2008, 1:00 in Sci 253

<u>Voting Members</u>			<u>Present/Regrets</u>
Allan, Linda	(UBCFA)	Barber School of Arts & Sciences	P
Bizzotto, Roger,	(M & P)	Facilities Management	P
Boyd, Carol,	(BCGEU)	Athletics & Recreation	P
Dunn, Shannon,	(M & P)	Housing & Conference Services	P
Gesi, Mike	(BCGEU)	Security & Parking	P
King, Allan,	(BCGEU)	Facilities Management	R
Lyons, Don,	(BCGEU)	Faculty of Creative & Critical Studies	P
McAulay, Judy	(UBCFA)	Nursing	P
Mobbs, Kevin	(M & P)	Gymnasium	P
Mortenson, Bud	(M & P)	Alumni & University Relations	P
Nilson, Blythe	(UBCFA)	Unit 2, Barber School of Arts & Sciences	R

Non-Voting Members

Kayfish, Shelley, Health, Safety & Environment

Recorder

Neid, Connie

Chair: Karen Hill agreed to Chair the meeting until the election of a co-chair.

Welcome to new members: Kevin Mobbs and Bud Mortenson

1. Approval of agenda

Addition to agenda - Other 4.7 - Voice concerns - Judy McAulay.

Motion: L. Allan/M. Gesi To approve agenda with addition. **Carried.**

2. Approval of minutes of September 16, 2008.

Motion: J. McAulay/C Boyd To approve minutes of September 16, 2008. **Carried.**

3. Old Business

3.1 Review committee membership from all groups: BCGEU, M & P, and Faculty

M & P - two new members: Bud Mortenson and Kevin Mobbs.

BCGEU - new member: Mike Gesi. Mark Jost to replace Carol Boyd.

Faculty Association - The request for someone to fill the vacancy went out in their recent newsletter.

3.2 Scented soap

Note from discussion of last meeting regarding the soap in bathroom dispensers: Carol advised that the soap hasn't been changed in years. It is rose coloured, but not watermelon scent.

4. New Business

4.1 Election of co-chairs

K. Hill

Nominations opened: Linda Allan, Faculty and Kevin Mobbs, AAPS, agreed to let their names stand. **Motion:** J. McAulay and M Gesi that nominations cease. **Carried.**

New co-chairs: Linda Allan and Kevin Mobbs.

4.2 Committee overview

S. Kayfish

Shelley explained to the new people the reason for this committee. WorkSafe BC requires employers to have a joint committee. This committee's Terms of Reference were adopted from the WorkSafe regulations. Shelley pointed out the "right to participate" and what it means. This committee has the right to make recommendations. We will reserve time to answer questions regarding the role on committee at the next meeting. There are training courses, WorkSafe approved, for new members. UBC O has partnered with a local training provider to provide courses through their facility. This arrangement is being reviewed and Shelly will report back if it is being continued.

4.3 September fire drills

S. Kayfish

Fire drills took place in September. Shelley reviewed the exit timing of each building. Some buildings are taking too long to vacate. Shelley hopes to address this issue through a mandatory training for new staff/faculty. **Action:** Linda and Shelley will connect regarding getting this type of information into the faculty newsletter.

Linda advised of her concern regarding the south west corner where the walkway has become muddy due to construction. Shelley will look into this as evacuation procedures will have to change because of new buildings. All wardens need to be kept up to speed. Roger advised that the south west corner will be paved, hopefully within the next couple of weeks.

It was noted that SSC requires another warden and that the sushi bar employees didn't want to leave. More megaphones may be required as it has been seen to help in areas that use them.

Action: Shelley will review with her office regarding when to go back into the building: when bells stop or when "all clear" is advised, or when emergency director advises what to do. Most areas went smoothly. Residences timing went well although with phase two some students didn't evacuate as they could be seen from windows. Shannon advised that a notice went out advising that they are required to evacuate and that the RA's will be advised of this for the next drill. It was noted also that the fire alarm has a different sound.

4.4 HSE Manager's Report

S. Kayfish

Shelley reviewed her report with the committee.

4.5 Lighting in parking lots

L. Allan

Complaints have been received regarding lack of lighting in parking lot H and that some light bulbs have been burned out in other parking lots. Roger noticed it and put in a work order for the electricians. Facilities will look into the lighting around the parking lots. It was also pointed out that it is dark walking to parking lots because pathways are now closed due to construction and people have to go around the far end of the FINA Building.

4.6 Building inspections

L. Allan

Linda didn't think they had been done recently. There is a concern in the Arts Bldg. regarding the congestion in front of Extreme Pita and Booster Juice. A suggestion would be to have lines run in a different direction. There is a cart that sits to the side of their business and combination of these things makes it difficult for people to get through. **Action:** Shannon will speak to food services. Another problem brought forward is Arts 302 where many things, including a wheeled cart, are being stored on top of the cabinets of A 302. This room needs some attention. **Immediate action:** Shelley will take a look at Arts 302

Action: Next meeting: general overview of inspection criteria regarding building inspections. Shelley to work with AI on this item.

Judy brought up issues of construction in Fipke and how it was affecting the air quality. Roger advised that landscaping completion should help issues and that cleaners doing extra cleaning. It was felt that particles were getting into the air intake and circulating through the building

4.7 Voice concern

A concern was brought to this committee regarding voice strain due to 6 hours of lectures in a row. Have we thought about classes for voice training; to learn how to save your voice? Felt it this might be a workplace issue and bringing this to the attention of Leanne Bilodeau, Manager Workplace Health and Sustainability, would be a good start. It was also noted that SD 23 might be able to help with suggestions as they have to deal with this also. **Action:** Judy will speak with Leanne regarding this issue.

Carol expressed a concern regarding power outages and how are they handled. The other night the team room in gym was pitch black and people were working. The need for back up lighting was discussed. Roger advised that no back up lights were required for this type of room. Back up lights are required in corridors, exits, etc. Carol will look into this independently for the gym's purposes.

5. Adjournment

Next meeting: November 21, 2008 Sci 253