

THE UNIVERSITY OF BRITISH COLUMBIA | OKANAGAN
University Health and Safety Committee
MINUTES

Friday, March 20, 2009, 1:00 in Sci 253

<u>Voting Members</u>			<u>Present/Regrets</u>
Allan, Linda	(UBCFA)	Unit 4, Barber School of Arts & Sciences	P
Bizzotto, Roger,	(M & P)	Facilities Management	R
Dunn, Shannon,	(M & P)	Housing & Conference Services	P
Frost, Ruth	(UBCFA)	Unit 6, Barber School of Arts & Sciences	R
Gesi, Mike	(BCGEU)	Security & Parking	P
Jost, Mark	(BCGEU)	Lab Tech, School of Engineering	R
King, Allan,	(BCGEU)	Facilities Management	P
Lyons, Don,	(BCGEU)	Faculty of Creative & Critical Studies	P
McAulay, Judy	(UBCFA)	Nursing	R
Mobbs, Kevin	(M & P)	Gymnasium	P
Mortenson, Bud	(M & P)	Alumni & University Relations	R
Nilson, Blythe	(UBCFA)	Unit 2, Barber School of Arts & Sciences	L

Non-Voting Members

Shelley Kayfish, Health, Safety & Environment

Recorder

Connie Neid

Chair: Kevin Mobbs

Quorum established.

1. Approval of agenda

Change: Manager's report – deferred to April meeting.

4.7 Orientation

Motion: Gesi/King To approve agenda. Carried.

2. Approval of minutes of January 16, 2009.

Motion: Lyons/Gesi To approve minutes. Carried.

3. Old Business

- 3.1 Building Inspections & Training Sessions (10 mins) A. King
- Team 1: Linda, Mike* and Kevin - Arts, Gym & University House
- Team 2: Don, Roger* and a faculty member - SCI, Fipke, Residence
- Team 3: Judy, Shannon and Mark (Mike*) – Library, Parking Lots, Walkways and Portable Village (include Mike)
- Team 4: Blythe, Al* and Bud – SSC, FINA, Modular Home and Daycare
- * Master Key

It was suggested that a meeting time be set and invite teams to meet. Al King would then go over the requirements of doing building inspections. For those not able to attend, Al would try and meet with people individually. Office ergonomics will also be discussed.

<p>Action: Connie Neid to set up meeting and advise Kevin Mobbs and Al King of outcome. (Training: plan for two hours to walk around 2nd floor of science building.)</p>
--

HSE will do the lab inspections, which are planned to happen within the next month. There are protocols to follow when doing lab inspections. It is important to note that USHC members **do not do** lab inspections.

- 3.2 Status of cross walks on University Way at the Fipke Building and the speed bumps at the bus loop. (5 mins) S.Kayfish/R.Bizzotto
Shelley Kayfish, Lorne Antle and Mike Gesi will meet next week and report back at next meeting.
Lorne has been away for a month.

4. New Business

4.1 Student Orientation

S. Kayfish

Themes – Scent Free, Smoking Policy, Water Quality – should have more exposure during Orientation. Shelley Kayfish spoke with Bonnie Taylor (Assistant to AVP Students) regarding critical dates. A recommendation was made to have a committee or small group formed, along with a representative from Health and Wellness, to come up with ideas on how to best promote these themes. If anyone is interested in participating on the committee, get in touch with Shelley. Linda Allan expressed an interest. Bonnie Debruyne, (Assistant to AVP Learning Services office) mentioned to Shelley that she would be interested.

Action: Linda Allan to do a preliminary investigation of how to disseminate this information. A good contact would be Leanne Perry, Campus Life Co-ordinator.

- 4.1 Cleanliness of the condiments in the food service areas (10 mins) A. King
Al King wanted to bring this item to the attention of the committee. This area is very open to contamination – example - open area with people reaching, touching, coughing. It was felt that this could be addressed when building inspections are being done.

Action: Building inspection group to report to committee and speak with Manager of Aramark.

- 4.2 Cleanliness of buildings/classrooms K. Mobbs
It has been noted that classrooms/washrooms are not very clean. (5 mins)
Kevin Mobbs to e-mail Roger Bizzotto about issues brought up at meeting. Al will discuss with Roger Bizzotto and keep committee apprised.

- 4.3 Future meeting dates – what works best for members? (5 mins) K.Mobbs/L. Allan
It is felt that this time may not be the best for members. After some discussion it was the consensus of the Committee to look at another meeting time.

Action: Connie Neid to send out request for availability up to August and then at the July meeting check availability time for fall/winter semesters.

- 4.4 How can we encourage staff & faculty across the university to bring their concerns to the committee. (10 mins) K.Mobbs/L.Allan
A lot of awareness might come through because of inspections. There was discussion regarding having a display board for the purposes of this committee: posting meeting minutes, poster, etc. Two suggested locations: SSC and the new University Centre.

Action: Al King will check into the cost of a display board and receiving permission from facilities to put them up.

- 4.5 Communicating committee decisions, etc., back to membership. (10) K.Mobbs/L.Allan
Suggestion: try the UBC Exchange – with website information.

Action: Kevin Mobbs to talk to Bud Mortensen regarding getting information into the Exchange.

- 4.6 Value added for committee membership. What programs, training

etc., would committee members like to have available?

Training session schedule? (15 mins)

K. Mobbs/L.Allan

Discussion items brought forward: Does our EFAP provider, Human Solutions, provide any training, bring in/invite speakers. Example: chiropractor, Chief Operating Engineer, WCB.

Name tags – magnetic type – available by ordering through the bookstore.

Action: Kevin Mobbs will check to see if there is any budget for this type of expense.

5. Standing Item

5.1 Manager's Report (10 mins)

Deferred to April.

5. Adjournment – at 2:10.

Motion: Gesi/Lyons To adjourn. Carried.

Next meeting: Friday, April 17, 2009 - Sci 253