

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

Monday, September, 20, 2010 @ 10:00 in ADM009 (HR Boardroom)

Voting Members

Frost, Ruth	(UBCFA)	Unit 6, Barber School of Arts & Sciences	P
Gesi, Mike	(M & P)	Security & Parking	P
Hirowatari, Ryan	(M & P)	Bookstore	P
Lyons, Don,	(BCGEU)	Faculty of Creative & Critical Studies	P
MacFarlane, Craig	(BCGEU)	Housing & Conference Services	P
McIntosh, Dave	(BCGEU)	Facilities	P
Mortenson, Bud	(M & P)	Alumni & University Relations	P
Nilson, Blythe	(UBCFA)	Unit 2, Barber School of Arts & Sciences	P
Vanderburg, Shelley	(BCGEU)	Library	P

Ex-officio Members

Shelley Kayfish, Health, Safety & Environment

Recording Secretary

Connie Neid

Chair: B Mortenson

1. Approval of Agenda

Amendments: Remove Local Subcommittee report. In place of this agenda item Al King has been invited and will be here at 11 to give an overview of building inspections/technique, etc.

Motion: Frost/Gesi

To approve agenda as amended. **Carried.**

The new M & P member, recently appointed to this committee, is Marty Gibb.

Round table introduction were made.

2. Approval of minutes of June 14, 2010.

Motion: Nilson/Lyons To approve minutes of June 14, 2010. **Carried.**

3. Guest: Pauline Brandes, Director Human Resources

Topic: WRAP – Work Reintegration & Accommodation Program

WRAP is a new program currently being rolled out. It is specific to the Okanagan campus. This program is a fresh look at how we are dealing with injury, illness and sick leave which is tailored to this campus. The current program, RTW (Return To Work) is being replaced with WRAP.

4. Old Business

No old business at this time.

5. New Business

5.1 Replacement Members (Faculty) Jim Johnson, Faculty Association, is in Vancouver busy with bargaining. B. Nilson will approach the IKBSAS Faculty through their Faculty Council meeting.

Action item: B. Nilson will also contact FA rep., Deena Rubuliak and ask her to send an e-mail to Okanagan members advising them of the two vacant positions and the need to have them filled.

5.2 Meeting Schedule Fall 2010 – The 3rd Monday of every month from 10 – 11:30 am works for everyone.

Action item: C Neid to send e-calendar invite to everyone.

6. Standing Items

6.1 HSE Manager's Report – Shelley gave a snapshot overview of her report. Report will be attached to the minutes and posted on the HSE website.

6.2 Building Inspections – re-organization of teams

Not all team members have full key access to areas they will be inspecting. It was proposed that the UHSC generate a set of contractor's keys for building inspection reasons. Jeanine Sali should then be provided with a list of members/teams that would be authorized to check out the keys. The UHSC Building Inspections information sheet was up-dated.

Motion: Gesi/Hirowatari To receive report with amendments. **Carried**

A. King led the group over to the shipping receiving area go show them how an inspection is done. It was recommended that every member take the WorkSafe BC Joint Health & Safety Committee Training and the WorkSafe BC Supervisor Safety Course. It is important to let someone know that a building inspection is planned. Important to be courteous and talk to people regarding possible issues. Form/check list is available; using a clip board is very helpful. Notes should reflect what was reported and how this was managed with respect to follow-up. R. Bizzotto, Facilities, is to receive copies of the reports.

Science building inspection has been completed and will be circulated to this committee.

Action: C Neid to email information regarding October training courses. Link:
<http://web.ubc.ca/okanagan/hse/register.html>

Action: C Neid to e-mail any information regarding reports to members.

6.3 Update from subcommittee on local safety committee – nothing to report at this time.
(Members: R Frost, B Nilson, M Gesi, S Kayfish)

7. Adjournment

Date of next meeting- Monday, October 18th @ 10:00 am

Motion: Frost/Lyons To adjourn. **Carried**

Meeting adjourned at 11:15

ADDENDUM #1**HSE Report
University of British Columbia, Okanagan Health and Safety Committee
May-Aug 2010**1. NEW - Occupational Health Nurse (job posting)

This new position within HSE will be responsible for providing routine occupational nursing care, occupational risk assessments, disease prevention services, health monitoring, promotion, and education for the Okanagan campus. This position will also be responsible for creating and administering the vaccination program at the Okanagan campus to reduce the risk of a wide range of occupational hazards and symptoms, and act as first contact for staff and faculty who require post exposure evaluation and possible treatment. The new position will be posted September 17th for a 2 week period.

2. Biosafety Course Offering

A new Biosafety Course was introduced to faculty, staff and students at the Okanagan Campus by Okanagan staff in September. Students commented that the course provided practical information which would be useful to a broad range of students. A second course offering will be taught during the winter semester.

3. Green Research Summer Student

The Green Research Advisory Committee heard the final report of the Green Research Student Caitlyn Liberto. Experiments ranged in success with the caffeine lab seeing an 84% decrease in waste production. Four greener labs will be implemented this semester in both Biology and Chemistry programs. The experiment looking at recycling of solvents produced relatively pure acetone which appeared to clean glassware as effectively as virgin sources.

4. Integrated Lab Inspection Process

HSE is gearing up to inspect all biological, chemical and radiological labs on campus before the end of the year using the new Integrated Lab Inspection Database. Coupled with the database, new hazard door signs will be appearing on campus to warn emergency responders of the hazards contained within labs. Security will have limited access to information collected in the database in order to access emergency contact information for specific labs as needed.

5. Courses Offered

- Fire Safety Emergency Wardens – June 9 (9 attended)
- Biosafety Course – June 22 & 23 (9 attended)
- AED Course & 1st Aid Scenarios – June 30 (10 attended)
- Fire Extinguisher Practical – July 7 (26 attended)
- Multi Gas Monitor training to FM - August 5 (12 attended)
- WHMIS – September 9 (20 attended)
- AED Course - September 15 (8 attended)

6. Courses Upcoming/Seminar

- WHMIS – September 22

- Fire Safety (for RAs) – September 30
- AED Course - October 8
- WorkSafeBC – Joint Health and Safety Committee Training – October 13
- WorksafeBC – Supervisor Safety – October 29

7. Incidents/Investigations

- May 28: Pest Control in PBC – Final inspection of the ceiling space revealed no new rodent activity. Work orders have been completed.
- July 11: FIP power failure.
- July 12: Natural gas smell in ADM kitchen. Due to stove dial left slightly open. Matt, Aramark cook, was on hand. He will educate kitchen staff to check dials are in the fully closed position.
- July 23: Mothball Smell in Science - The new bird display on 3rd floor contains mothballs. Mothballs have been replaced with cedar balls.
- August 3: dead corvid discovered in the courtyard by FM sent to Interior Health for West Nile Virus testing.

8. Statistics (May 1, 2010 to Aug 31st, 2010)

First Aid Statistics	May	June	July	August
Total staff reports (not including contractors)	1	2	1	2
Sports & recreational injuries	0	0	0	0
Work-related (sprain, strain, cut, contusion, bruise)	2	1	0	1
Internal & other	0	0	0	0
Non-work related (sprains, strains, cuts, contusions)	1	1	1	1
WCB Claims	May	June	July	August
Total Claims	0	1	0	0
Healthcare only	0	1	0	0
Time loss & Healthcare	0	0	0	0
Pending decision	0	0	0	0
Ergonomics Report	May	June	July	August
Total	1	1	3	5
Prevention	1	1	2	4
Follow up	0	0	1	1
Return to Work	0	0	0	0

Return to Work Report

RTW report. There were/are 8 active cases in the return to work program during this time, these cases are Non-occupational. In addition there are 8 active IRP cases, creating a total workload of 16 active cases for the RTW program during this period.

Health Promotion Report

Event Offered	Description	Total Number of Attendees

Human Solutions – Enhancing Communication Workshop	This was a free lunch and learn provided to teach people how to properly communicate in the workplace.	9
QPR – Suicide Prevention Training	This program teaches individuals to recognize, respond, and refer someone who is suffering from suicidal tendencies.	20
Human Solutions – Supporting the Caregiver	This was a free lunch and learn provided to help people cope and deal with managing the stressors of supporting for an ill, or dependant loved one.	9

Upcoming Events

Date	Event Name	Description
October 1, 2010	QPR Suicide Prevention Training	<p>QPR stands for Question, Persuade, Refer. QPR Gatekeeper Training is a suicide prevention program that provides the knowledge needed to reach out to a friend, peer, student, family member, or colleague who may be experiencing suicidality and connect them to resources that will help.</p> <p>QPR Gatekeepers are those in a position to recognize the warning signs that someone may be contemplating suicide. Once trained, Gatekeepers will have the knowledge needed to assist someone in crisis. More info visit www.ubc.ca/okanagan/events</p>
October 19, 2010. 4:30-7, UNC Ballroom.	Stand up for Mental Health	Stand Up For Mental Health is a group of stand up comedians with a variety of different mental health issues. The show looks at the lighter side of taking meds, seeing counselors, getting diagnosed, and surviving the mental health system. More info visit www.ubc.ca/okanagan/events