

THE UNIVERSITY OF BRITISH COLUMBIA | OKANAGAN

University Health and Safety Committee

Voting Members Minutes

December 14, 2016 @ 9:00am, Location EME4218

Campbell, Troy	(M & P)	Campus Security
Bizzotto, Roger	(M & P)	Facilities Management
Guenard, Chris	(M & P)	University Relations
Guttman, Guy	(M & P)	Conferences and Student Housing
Wilson, Roger	(M & P)	Health & Wellness
Hohl, Shannon	(BCGEU)	Faculty of Engineering
Majeran, Michelle	(BCGEU)	Student Recruitment and Advising
Robinson, Ashlee	(BCGEU)	Barber School of Arts & Sciences
Ma, Jace	(BCGEU)	Housing and Hospitality Services
Urmetzer, Peter	(UBCFA)	Barber School of Arts & Sciences, Unit Head
Naser, Bahman	(UBCFA)	School of Engineering
De Burgos, Hugo	(UBCFA)	Barber School of Arts & Sciences
Wagner, John	(UBCFA)	Barber School of Arts & Sciences
TBD	(Student)	Student Representation

Ex-officio Members

Tracey Hawthorn, WRAP Co-ordinator

Mike McGinty, Associate Director, Risk Management and Security Services

Jason McLeod, Risk Management Services

Cherie Michels, Risk Management Services

Recorder:

N Ingram

Chair: M Majeran

1. Call to order and determination of quorum

2. Approval of Agenda

Naser/Guttman.

3. Approval of Minutes

Approval of minutes from Nov 14, 2016

Ma/Robinson.

4. Old Business

4.1 Confirmation of second co-chair position - M. Majeran

N Ingram

4.2 Update on report from Inland Technical and communication of results

R Bizzotto

- After Sterling's report, Inland was contracted to make recommended adjustments and recommended changing sheaves on air handler (AH) units which has now been completed and fine-tuned
- Post-recommendation air balance will be taken by placing systems in automatic and measuring to see what the improvements are in normal conditions
- Current report does say that conditions have been significantly approved and suggest that no further action is required; final numbers expected by contractor before end of December
 - Measurements include outside airflow to room: 9.4L/second
- J Wagner will work on report to go out to Faculty Association (the Sterling recommendations, actions taken, and results) in January – will connect with R Bizzotto directly

- Windows: no decision yet has been made re: whether Atrium windows should be locked shut or whether signage should be disseminated
 - Sterling report only recommends closing inside windows due to plant spores, etc. and not because interior windows may affect airflow
 - R. Bizzotto to follow up with contractors re: whether any they have any further recommendations regarding interior windows
 - Facilities and Sustainability also looking to distribute messaging re: windows from an energy standpoint
 - Windows to be discussed again at next meeting

4.3 Update on locked UNC external doors.

R Bizzotto

- Doors were serviced: burnt-out power transfer hinge was replaced and installed new mechanisms for electrical coils. Coils were later recalibrated as new ones stretch a bit after installation – likely the cause of recent issues. This should now be resolved.
- No new reports.

5. New Business

No new business was raised at this meeting.

6. Standing Items

6.1 Building Inspections

N Ingram

16/17 building schedule circulated.

Campus Administration building – M. Majeran/G. Guttman

- Not all kitchen sinks in lunchrooms had water advisory sign
- Some concern from users re: whether advisory signage was still valid – no date stamp to indicate whether advisory is still in effect
- Four portable heaters scattered throughout offices with exterior windows in ADM103 – any heaters should be facilities-issued
- Storage: bookstore tends to pile shelving high; items blocking egress; notified
 - RMS to create safety briefing and distribute to campus re: storage
- Action items (work orders, etc) after inspection should be forwarded to J McLeod

6.2 Risk Management Services Report

RMS

J McLeod

Campus Security

Attached as addendum 1.

T Campbell

6.3 Courses/Seminars/Opportunities – up-date

N Ingram

* WHMIS & Basic Chemical Safety:

Friday, Dec 16, 2016, 9:30am-1:00pm Fip 240

Wed, Jan 4, 2017m 12:30-4:00 Fip 240

7. Date for next meeting: January TBD.

8. Adjournment

Guenard/Wagner.

Addendum 1

UBC Okanagan University Health & Safety Committee

Campus Security Report 14 DEC 2016

Incident Date Range: November 01, 2016 – November 30, 2016

First Aid / Medical Response (31)

<p>Staff / Faculty / Contractor: 6</p>	<ul style="list-style-type: none"> • November 3, 2016: Security Coordinator advised Dispatch of a employee who fell and required first aid while en route to office from H Lot. Later confirmed to be sprain. Fall was not the result of uneven or slippery walkway. Ice applied injured area. Staff sought further medical treatment at walk-in later that date. • On November 3, 2016: Call received to report a staff member fell in the hallway of the Science building outside SCI 136 and required first aid. First-aid attended and found that staff member slipped on the dry floor outside SCI 136 and landed on left side, injuring left shoulder, left hip and right ring finger. Staff member did not seek further medical attention in the beginning of the assessment, but was later convinced to seek medical attention. • On November 16, 2016 call from food services, that contractor got hot oil in right eye, First-aid attended and found that heated cooking oil spattered into right eye while performing regular cooking tasks. Substance produced 2 visible blisters. Patient had eyes rinsed with water prior to arrival of first aid attendant. ice pack wrapped in sterile cloth applied to eye after examination • On November 20, 2016 custodial staff walked into the security dispatch office to report that while he was deep cleaning the men's shower in GYM015W he twisted to the left and slipped at which point he fell to the ground awkwardly experiencing pain in right ankle. Iced and returned to work once pain subsided. • On November 22, 2016 services supervisor requested first aid for contractor complaining of chest pain. Contractor decided to attend Kelowna General Hospital for additional assessment. • On November 26, 2016: Custodial services contractor walked into the Security Dispatch Office applying pressure to a wound on his right hand. He reported injuring finger while operating the floor cleaner in the Arts building, and there was a small piece of metal sticking out that he did not see before banging his finger into it. A minor scrape to the right knuckle, discolouration and swelling was visible. Security First-aid requested to treat in the first aid room. Patient was able to move finger but reported it was sore. Bandaged and returned to work
<p>Other (Students or Visitors): 0 within scope of UHSC</p> <p>26 outside the scope of UHSC (Athletic injury, drug/alcohol, etc)</p>	

Hazardous or Non-Standard Condition: 2

<p>2 Safety concerns or hazardous situations reported for correction</p>	<p>On November 18, 2016: Facilities Management was advised by Staff that contractors were on the roof of EME without a permit or facilities workers present. Workers returned to ground level and retrieved roof top access permit.</p> <p>On November 23, 2016 Campus Security received a complaint from Faculty concerning a barbeque outside of Science. Faculty stated he believed the barbeque was pumping "toxic" CO2 into the air ducts, and requested it be shut down. Security attended and confirmed the event complied with Campus Security policies regarding fire extinguishers and event forms. Writer contacted Risk Management Services who attended with a portable gas detector and found that air quality levels were well within acceptable levels. Nonetheless, event organizers were requested to relocate barbeque further away from building as it was disturbing building occupants with odour and apparent safety concerns. Event organizer complied.</p>
--	---

Chemical/Hazmat Incident: 0

0	0 incidents occurred during date range.
---	---

Motor Vehicle Accident: 2

2	2 outside the scope of the UHSC
---	---------------------------------