



APSC Joint Occupational Health & Safety Committee Meeting Minutes

Name of Committee: Faculty of Applied Science

Worker Co-Chair: Jennifer Pelletier, MECH
Employer Co-Chair: Marlene Chow, CHBE

Date: Wednesday, July 14th, 2021

Time: 09:00 - 10:30
Location: Zoom Meeting ID: 646 9167 5844

AGENDA:

1. Roll Call	6. Review Workplace Safety Inspections (including any changes to equipment, machinery or work processes that may affect the health or safety of workers)
2. Determination of Quorum	7. Review Education and Training
3. Approval of Previous Joint Occupational Health and Safety Committee (JOHSC) Meeting Minutes	8. Ongoing Business – Status of Action Items
4. Additional Agenda Items, Review Actionable Items from Local Safety Team (LST) Minutes & Approval of Agenda	9. JOHSC Recommendation Letters (Correspondence)
5. Review Central Accident/Incident Reporting System (CAIRS) report of Accidents/Incidents	10. New and Other Business
<ul style="list-style-type: none"> Monthly Incident List & Statistical Summary Report 	11. Next Meeting
	12. Meeting Adjournment

1. ROLL CALL					
Worker Representatives	Association/Union	Work Location	Present	Regrets	Absent
Carmen Jensen (A)	FAC	MINE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Erin Hagen	CUPE 116	CHBE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gable Yeung (A)	NUT	ICICS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gary Lockhart (A)	AAPS	BRIM	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Heli Eunike	CUPE 116	MTRL	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jennifer Pelletier	AAPS	MECH	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jill Mahy	FAC	NURS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Worker Representatives	Association/ Union	Work Location	Present	Regrets	Absent
Karl Zimmerman	CUPE 2278	CHBE/BME	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Markus Fengler	FAC	MECH	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Matthew Kutarna	AAPS	ECE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Naomi Harder	CUPE 2950	MECH	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reanna Seifert	NUT	PPC	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Robert Geyer	AAPS	SALA	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roselyn Yeboah (A)	CUPE 2278	MTRL	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ross Sheppard (A)	AAPS	ECE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Roza Vaez Ghaemi (A)	CUPE 2278	CHBE/BME	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Jackson	AAPS	CIVIL	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shayan Fahimi (A)	GRA	BRIM	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Employer Representatives		Work Location	Present	Regrets	Absent
Ailish Statham (A)		APSC Dean's Office	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jody Swift		APSC Dean's Office	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marlene Chow		CHBE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Resources/ Guests		Work Location	Present	Regrets	Absent
Laura Thomsen		APSC Dean's Office	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Richard Colwell		APSC Dean's Office/EDC	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teela Narsih		SRS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carol Jaeger	FAC	APSC Dean's Office	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
*Note: Alternates are indicated by (A)					

2. DETERMINATION OF QUORUM

- a. A minimum of 4 members;
- b. Worker representatives (faculty and staff workers who do not exercise managerial functions) and employer representatives (management workers who exercise managerial functions);
- c. At least half of the members must be worker representatives;

Is there a quorum for this meeting? <i>* If a quorum is not met, the meeting does not qualify as a monthly meeting. The monthly meeting will need to be rescheduled within the same month.</i>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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3. APPROVAL OF PREVIOUS JOHSC MEETING MINUTES		
Moved by: <u> Karl Zimmerman </u> Seconded by: <u> Naomi Harder </u>		
	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

4. ADDITIONAL AGENDA ITEMS & APPROVAL OF AGENDA		
Approved Ailish Statham/ seconded by Jill Mahy		
	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

5. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:						
See the attached incident report: N/A						
<ul style="list-style-type: none"> Monthly Incident List & Statistical Summary Report <i>(make note of trends etc. For any general CAIRS information that requires discussion or action, please record under "New Business." Any incident-specific items and follow up requests are to be listed below)</i> 						
(* See Legend at the end for Priority and Status Codes)						
Item # <small>(Use CAIRS Incident ID #)</small>	Priority	Date	Action Plan <small>(Actions Taken/Need to be taken)</small>	Assigned To	Follow up: Date Pending	Status
			Updates on reports discussed at the last JOHSC meeting: CHBE & CERC			
127708 <small>(127702)</small>	C	2021-05-27	Title: Minor Cut What happened: Cleaning and sorting glassware waste to prepare for disposal. After all glassware was cleaned, sorted, and prepared, while tying the bag of glass waste, a piece of glass punctured the heavy-duty clear plastic bag and two layers of nitrile gloves resulting in a small (<0.5mm) cut in the left thumb.	EH <small>(CHBE)</small>		C



5. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:						
			<p>Corrective action: Procedure was reviewed. Double bag for broken glass. Do not overfill bag/container. Review procedures with lab users. Use puncture proof gloves as appropriate (handling large pieces of broken glass) <u>Complete</u></p>			
127714 (127713)	C	2021-05-27	<p>Title: Broken Glass What happened: Worker broke large glass column filled with water while pouring water into sink (11 am). Cut finger and knee (through jeans). Called campus first aid. Cleaned up water and glass and disposed of it properly. Worker went home. At 1:30 pm student still had some bleeding and went to UBC Urgent Care. Was treated with steri strip on both finger and knee (in place of stitches). Actions and Resolutions:</p> <ul style="list-style-type: none"> ▪ Purchase glassware for dialysis that is less awkward to handle or shatter-proof ▪ Install a "bumper" on the sink edge so future glassware making contact with edge is less likely to break. ▪ Apply grip-material on large dialysis glassware. Place slip-proof mat on shelf beside sink. ▪ Update procedures for changing dialysis solution: use cart to transport dialysis glassware to sink; place dialysis glassware on slip-proof mat; tip dialysis glassware with the bottom supported on the slip-proof mat. ▪ Alternately - use a peristaltic pump with acid-resistant/tolerant tubing to change acidic solution in dialysis tank. <p><u>LST to review</u></p>	EH (CHBE)	2021-08-11	IP
			MECH			
127645	C	2021-05-05	Title: Minor laceration on right thumb	JP		C



5. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:						
(127635)			<p>What happened: The student was assembling a glass microscope slide to an adhesive backed plastic frame. The student pressed their right thumb against the edge of the glass, which caused a laceration on the thumb.</p> <p>Actions and Resolutions: In the future, we will use a roller to apply force to glass slides when assembling them with the plastic frame. We will also purchase abrasion-resistant gloves for assembly work.</p>	(MECH)		
			NURS			
127628 (127597)	C	2021-02-19	<p>Title: Passed out –ER visit</p> <p>What happened: I was notified by the student on Feb 19, 2021 at 10 in the morning they felt unwell, passed out on the chair and was sent to ER for check up. There was no injury and the student sat in the chair when feeling unwell. Student felt weak and sat in the chair and the student was checked in the ER.</p> <p>Student was sent home with no reported complication.</p> <p>Root cause: It is unknown why the student felt unwell. However, this was a new practice, and a new unit and the stress level in students are usually higher at the beginning. That might have an effect on the situation.</p> <p>Actions and Resolutions: In Progress</p>	JM (NURS)		C
127677 (127681)	C	2021-05-19	<p>Title: Needle stick</p> <p>Location: St. Paul’s Hospital</p> <p>What happened: Student poked self with a needle when putting it in the sharps container, after giving an immunization to a 1yr old child.</p> <p>Root cause: Lack of experience.</p> <p>Actions and Resolutions: IP</p>	JM (NURS)		C
127706 (127709)	C	2021-05-21	<p>Title: COVID-19 exposure</p> <p>Location: St. Paul’s Hospital</p>	JM (NURS)		C



5. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:						
			<p>What happened: During a student’s clinical shift, they cared for a patient in the morning who later that day tested positive for COVID-19. The student appropriately donned the required PPE throughout my shift. I was in the room with the student and patient during morning care wearing full PPE and not providing direct patient contact.</p> <p>Root cause: The client was tested to be COVID-19 negative 2 days prior to their positive test. The student wore all of their appropriate PPE during care as the client was still on droplet precautions for pneumonia.</p> <p>Actions and Resolutions: IP</p>			
			New Reports for July meeting:			
			CHBE & CERC			
127867 (127859)	C	2021-07-07	<p>Title: Scraped Knuckle</p> <p>What happened: Individual scraped their knuckle on a shelf while reaching for a package. It was bad enough to draw blood. First aid was not required but the supervisor provided the individual with a band-aid. Upon investigation, there were small protrusions on the cabinet where the doors used to be attached. It is believed that is what they hit their hand on. The protrusions were promptly removed.</p> <p>Corrective actions: Slow down; take your time grabbing packages Check all shelving for any other protrusions that could be hazardous when reaching for parcels.</p> <p><i>To be reviewed by LST.</i></p>	EH (CHBE)	2021-08-11	IP
			MTRL			
127771 (127767)	C	2020-04-09	<p>Title: Ankle</p> <p>What happened: Staff member was unpacking brand new toolboxes, they started to stack the cardboard in the</p>	HE (MTRL)		C



5. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:						
			<p>doorway. When they needed to go outside of the shop, they stepped on the cardboard and because so many were stacked together the cardboard slid in different directions. Left knee and ankle twisted under worker, then laid on the cardboard for a bit then rolled off took them a few mins to get up and eventually put weight on their foot, but after a few more mins they were able to walk, they didn't think anything at the time other than they just thought they sprained their ankle.</p> <p>Root cause: Awkward load to handle Action and Resolution: IP</p>			
			MINE			
127821 (127817)	C	2021-06-22	<p>Title: Left thumb cut by scrap metal. What happened: Worker was moving scrap metal parts from a wood crate into a big scrap metal recycle bin. Worker was hurt by a piece of sharp metal part when moving smaller pieces into the bin. After the incident, went to office to use bandages (3-4) to cover my wounded thumb. Root cause: Scrap metal had sharp edges. Action and Resolution: To make sure there are no sharp edges when moving the scrap metal to the recycling bin.</p>	CJ (MINE)		C
			NURS			
127825 (127823)	C	2021-06-11	<p>Title: Allergic reaction What happened: Flood in the Med Block C building had soaked the carpets and floors of the offices, and had been dried out and cleaned up, but when the faculty member went into the office on June 11, noticed an odor in their office, and within 5 minutes, developed nausea and respiratory allergic reactions. It was only in their office, as they had been in the shared kitchen and washroom before</p>	JM (NURS)		C



5. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:						
			<p>that without any effects. The faculty member, took medication, opened the windows and door in office, although noted that the nausea persisted. The faculty member notified the office manager, who contacted facilities management, who went in but did not notice any smell. The faculty member did not come back to the office until June 23, but still had some reaction to being in the office. Worker has an existing allergies to mold and environmental chemicals.</p> <p>Root cause: The root cause appears to have been a water leak in the building that caused standing water/flooding of the carpeted office, which either caused mold that triggered respiratory allergies, and/or the cleaning products used to clean the carpet had chemicals that created fumes that triggered allergies.</p> <p>Actions and Resolutions: Requested carpet to be re-cleaned without using chemicals, hot water only.</p>			
127888	C	2021-07-12	<p>Title: Needle stick</p> <p>What happened: Student was giving an insulin injection and was on the downstroke of the injection when the patient moved and the needle hit student and then the patient. Did not have time to stop the motion to avoid hitting the patient with the dirty needle.</p> <p>IP: Supervisor report pending</p>	JM (NURS)	2021-08-12	IP

6. REVIEW OF WORKPLACE SAFETY INSPECTIONS (including any changes to equipment, machinery or work processes that may affect the health or safety of workers)						
<i>Attach inspection checklist(s) and report(s) to these meeting minutes and use this table to record the discussion and new recommendation(s)</i>						
		Previous inspections with follow-up items:				
		BRIM				



6. REVIEW OF WORKPLACE SAFETY INSPECTIONS (including any changes to equipment, machinery or work processes that may affect the health or safety of workers)					
GI-BRIM-19/11/07	C	143 (ECE): No major concerns 1. Update signage -- emergency lab contacts, no food/drink sign, biosafety certificate, first aid attendants. 2. Emergency shower and eyewash stations are located in the curtained laser area. Devise a procedure to access the station when the laser is in use. Acquire a portable eyewash bottle – pending waiting to reconfigure the curtains. <i>Update: The curtains have not been installed yet – deferred until the resumption of activity on campus.</i>	GL (BRIM)		RF
CHBE & CERC					
GI-CHBE-2021/06/09-01	C	<input checked="" type="checkbox"/> Inspection Date: 05/20/2021 Location: PPC HH Concern: <ul style="list-style-type: none"> ▪ High Temperature ▪ Large scale ▪ Extended operational hours (12-24 hour runs) Comments: Biomass Gasifier - List of deficiencies to be addressed (Reinspect). <input checked="" type="checkbox"/> Inspection Date: 05/26/2021 Location: CERC HH Concern: H2S Comments: Tar Cracking in the Presence of H2S List of deficiencies to be addressed Review when procedures updated.	EH (CHBE)	2021-08-11	IP
MECH					
GI-MECH-20/02/25-01	C	ICICS X035 - Concerns: <ul style="list-style-type: none"> • Please post “no food and drink” signage on the door. • Please add a 30cm clearance requirement for a flywheel in the lab manual. • Please post and perform monthly lab inspections. 	JP& NH (MECH)		RF



6. REVIEW OF WORKPLACE SAFETY INSPECTIONS (including any changes to equipment, machinery or work processes that may affect the health or safety of workers)					
		<ul style="list-style-type: none"> Please provide pinch point stickers on equipment. LST Comments: <i>In progress & deferred until the resumption of activity on campus.</i> 			
GI-MECH-20/02/26-02	C	KAIS 1210 - Concerns: Please provide training documents and procedures for the coil winder. Please provide pinch point stickers on equipment. LST Comments: <i>In progress— deferred until the resumption of activity on campus.</i>	JP & NH (MECH)		RF
GI-MECH-20/02/26-03	C	KAIS 1230 - Concerns: <ul style="list-style-type: none"> Old X-Y Table, electrical upgrades are in progress and the FSR inspection is to be scheduled before lab activity starts in September. New X-Y Table, electrical upgrades are in progress and the FSR inspection is to be scheduled before lab activity starts. Please provide standard operating procedures for both XY Tables. LST Comments: <i>FSR inspection and review of standard operating procedures for XY Tables will be tabled until September.</i>	JP & NH (MECH)		RF
GI-MECH-20/03/10-04	C	KAIS 1st and 2nd floors - Concerns: KAIS Building Emergency Response Plan is currently being updated and will be provided to Mech once completed.	JP & NH (MECH)		RF
GI-MECH-20/09/09-01	C	20/08/07 - RH 123G: <ul style="list-style-type: none"> Electrical equipment needs to be inspected by FSR LST Comments: All action immediate action items have been completed. CSA approval inspection will be tabled until a field safety representative can visit the site. Feb 10/21: CSA approval inspection tabled until FSR can visit site. Will follow up with the PI for next inspection date (TBD). June 09/21 Update - In progress - inspection planned for July 2021	JP & NH (MECH)	2021-08-11	IP
MRTL					



6. REVIEW OF WORKPLACE SAFETY INSPECTIONS (including any changes to equipment, machinery or work processes that may affect the health or safety of workers)					
GI-MRTL- 2021/06/09-01		<input checked="" type="checkbox"/> Inspection Date: 17-May-21 Location: FF 106/108 Issue: Frayed high voltage electrical cord attached to instrument required immediate attention. Electronic technician will take care of issue <input checked="" type="checkbox"/> Inspection Date: 17-May-21 Location: FF 308 Issue: Electrical Outlet and Conduit detached from Wall. Building Ops was notified <input checked="" type="checkbox"/> Inspection Date: 17-May-21 Location: FF 6D Issue: No fire extinguisher available in flammable solvent storage room. Work request was submitted to Building Ops for installation <input checked="" type="checkbox"/> Inspection Date: 17-May-21 Location: FF 206 & 6B Issue: No inventory and record for peroxide forming chemicals <input checked="" type="checkbox"/> Inspection Date: 17-May-21 Location: Several Labs Issues: Pre WHMIS 2015 supplier labeling needs replacement <input checked="" type="checkbox"/> Inspection Date: 17-May-21 Location: FF 6A & 205 Issue: Periodical check/inspection for eyewash issue	HE (MRTL)		C
		PPC			
GI-PPC- 2021/06/09-01	C	<input checked="" type="checkbox"/> Inspection/Review Date: May 11, 2021 Building/Area Plan: PPC 114 JOHSC Action Required? No Comments/Concerns: Housekeeping: Persistent case for one area. Equipment/supplies strewn on table/floor, cluttered, tripping hazards. In progress	RS (PPC)	2021-08-11	IP (PPC 114 & PPC building)



6. REVIEW OF WORKPLACE SAFETY INSPECTIONS (including any changes to equipment, machinery or work processes that may affect the health or safety of workers)					
		<input checked="" type="checkbox"/> Inspection/Review Date: May 11, 2021 Building/Area Plan: PPC building JOHSC Action Required? No Comments/Concerns: Floor budge and stairs tiles tripping hazard. To be repaired and replaced, no schedule yet. In progress			
		New Inspections			
		CHBE			
GI-CHBE-2021/07/14-01	E	Intermediate and All Child Plans updated - Updated for extended building hours and days, remove occupancy limits (specific limits changed to physical distancing), etc.	EH (CHBE)		C
		Other Inspection Reports:			
		BRIM – Nothing to report CHBE & CERC – Nothing to report CIVIL – Nothing to report ECE – Nothing to report ICICS – Nothing to report MTRL – Nothing to report MINE – Nothing to report NURS – Nothing to report (Inspections to be completed before Sept.) PPC – Nothing to report SALA – Nothing to report			

* GI- General Inspection

7. REVIEW EDUCATION AND TRAINING					
(General discussion, confirm all training is up-to-date, etc. For all actionable items please list below)					
Item # (ED-yy/mm/dd-01)	Priority	Discussion/Comments/Recommendations	Assigned To	Follow up: Date Pending	Status

* ED – Education and Training



8. ONGOING BUSINESS – Status of Action Items					
Original Item #	Priority	Action Plan (Actions Taken/Need to be taken)	Assigned To	Follow up: Date Pending	Status
NB-20/02/12-07	C	<p>Goals discussed at Feb meeting:</p> <ol style="list-style-type: none"> Create Benchmark reports by Department on compliance rates for SRS required courses (from report 910s), and review them once / term. Update 2020-12-09: MC to ask IRP Support if similar report available via WorkDay. Update 2021-01-13: TN provided instructions on how to do this (see below in New Business-4). Increase engagement with Campus Security by arranging outreach workshops. Ongoing. 	1.JP+MC+RC 2.JP+MC+RC	Ongoing	IP
		Items arising from previous LST meetings:			
		APSC			
NB-20/12/09-7	E	ETA on the ‘working along with app’? It has been delayed due to enhancement issues. JOHSC is asking SRS for a timeline.	TN (SRS)		RF
NB-21/06/09-02	C	Communications around reporting requirements/timelines. RC to reach out to APSC Communications team for strategies. <i>July 14/31 Update: RC granted access to ML to distribute reminders and newsletters. Should we set up a standardize calendar for new communication to be distributed? Please send recommendations to JP, MC & RC</i>	RC (APSC)	2021-08-11	IP
NB-21/02/10-03	C	<input checked="" type="checkbox"/> Issues with mental health: students working from home commenting feeling isolated. Have other departments noticed similar issues? Question: Is there any guidance from WorkSafe BC about this? Mental Health and Remote Work? Nothing new. UBC HR has sources and links. – Jody to follow up with Central HR Wellness Partner.	JS (ASPC)	2021-08-11	IP
		CIVIL			



8. ONGOING BUSINESS – Status of Action Items					
NB-20/02/12-03	C	As discussed in the LST meeting, Civil Engineering will be meeting with Mechanical Engineering to discuss the possibility of putting together a CEME Building Safety Video which would be shown on the building's video monitor in the lobby. The suggested content is to provide building-specific emergency information to students and occasional users of the building-- <i>deferred until the resumption of activity on campus.</i>	SJ (CIVIL)		RF
		ECE			
NB-20/07/08-03	E	We have put together a checklist that we will use for approving our (ECE phase 1) return to lab applications. - Sections for requesting more details from the PI, operational/procedure aspects, free form feedback. - We will use this template to cross-check with the next application we receive. We are expecting a few more return to lab applications to come in over the next few weeks.	MK (ECE)		RF
		MECH			
NB-20/10/14-06	C	Building- Area Plans September & October 2020 Discussed within listed LST(s), and in Progress: KAIS Office Child Plans: 3102, 3103 & 3106.	JP & NH (MECH)	2021-08-11	IP
NB-20/11/18-05	C	It was noted in the October Mech LST meeting that the fire doors numbered 1050:2, CR1L1:1 and CR1L1:2, which are located in the Fred Kaiser Building have been repeatedly been propped open over the years. These doors are all equipped with an electric solenoid valve mechanism that should hold open the doors and should close in the event of a fire and smoke detection. The Red Zone Facilities Manager was notified and it was discovered that the electric solenoid valve mechanism for door 1050:2 was not working. SRs were submitted for the repairs for the solenoid valve and for Fire Life Safety to test all doors numbered 1050:2, CR1L1:1 and CR1L1:2. Building users including custodial staff and technicians have been notified of the issue. Mech LST update (2020/12/03): Fire Life Safety (FLS) teams recently re-tested all doors and noted that they require repairs. FLS records show	JP & NH (MECH)		RF



8. ONGOING BUSINESS – Status of Action Items

		<p>that past service requests to the locksmiths have been outstanding for some time. This request has been expedited and brought to the attention of the Head Locksmith for action.</p> <p>Mech LST update (2020/12/17): No updates at this time.</p> <p>Mech LST update (2021/02/04): No updates at this time.</p> <p>Mar 10/21 Update: Escalated to Trades Manager. They have said it is a complex issue due to redundant parts and inferior and problematic hardware. They are considering changing all the doors mechanism into magnetic locks on the wall but funding is a challenge so is looking into a temporary repair until funding can be secured. – tabled until further update received from building operations.</p> <p>Apr 14/21 - Sitting with Building Operations. Plans to temporary fix isolated issues but funding is being sourced to update all door mechanisms due to redundant and outdated parts. – <i>in progress</i></p> <p>May 12/21 - Request is with Building Operations. No updates at this time. – in progress</p>			
		PPC			
NB-21/06/09-01	C	Fume hood shut down due to renovation work has been extended to July 1.	RS (PPC)	2021-08-11	IP

* ED – Education and Training * GI- General Inspection *NB – New Business

9. JOHSC RECOMMENDATION LETTERS & REGULATORY INSPECTIONS (e.g. WorkSafe BC)

Item # (use Recommendation #)	Priority	Discussion and/or Action Items	Assigned To	Date of Issue	Date to be Completed	Status
		There were no WorkSafeBC Inspection Reports received since the last co-chair email.				

* REC – Recommendation Letter

10. NEW & OTHER BUSINESS

Item # (NB-yy/mm/dd-01)	Priority	Discussion and/or Action Items	Assigned To	Date to be Completed	Status
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10. NEW & OTHER BUSINESS					
Items arising from LST meetings for July meeting:					
CHBE & CERC					
NB-21/07/14-01	E	Upcoming fire drill in mid-July! - Fire warden list was finalized - Evacuation routes were created and distributed - High vis safety vests were acquired and distributed - Fire drill was scheduled!	EH (CHBE)		C
PPC					
NB-21/07/14-02	E	Implementing the new Covid-19 plans	RS (PPC)		C
NB-21/07/14-03	C	Research teams and the co-op office members will be returning to campus through the months of July and August	RS (PPC)		C
Additional New Items for Discussion:					
NB-21/07/14-04		COVID-19 Rapid Testing information			C
NB-21/07/14-05		Updated SRS COVID-19 Campus Rules and Guidance information. Drop-down menus on the left-hand side of page have additional useful information and resources.			C
NB-21/07/14-06		COVID-19 Return-to Campus Guidelines from the Ministry of Advanced Education & Training			C
NB-21/07/14-07		UBC First Aid Program update: first aid now provided by Campus Security. No change to number for employees (2-4444,) and now available to all on campus, including students and visitors. Student focused FA program in development with the participation of FoM students. Emergencies still to use 911.			C
NB-21/07/14-08		While daily COVID-19 self-assessments are still required, notification of completion to supervisors isn't. However, supervisors should still be maintaining some form of scheduling of workers returning to campus. QR code check-in/out no longer required, and units are asked to delete survey results/information where applicable.			C



10. NEW & OTHER BUSINESS					
NB-21/07/14-09		UBC BRDF Site Access procedures (<i>pdf available on share-point</i>).			C
		Informational Items			
NB-21/07/14-10		<p>SRS:</p> <p>a. Welcome Back: Being Aware and Taking Care- series of online sessions July 26-30 and learn about the most commonly sought information regarding safety at work, personal wellness and soft skills for a better workplace. More information here (<i>pdf summary available on share-point</i>). A communications toolkit can be found here .</p> <p>b. Heat-related Illness information sheet (<i>pdf available on share-point</i>).</p> <p>c. Check to see if a classroom within your unit is already being inspected by Classroom Services: https://learningspaces.ubc.ca/find-space</p>			C
NB-21/07/14-11		Road Safety at Work			C
NB-21/07/14-12		<p>WorkSafeBC:</p> <p>a. eNews</p> <p>b. Recent Work-related incidents</p>			C

*NB – New Business

11. NEXT MEETING	
Date:	Wednesday, August 11 th , 2021
Time:	09:00 – 10:30
Location:	Zoom

12. MEETING ADJOURNED	
Time: 09:39	Moved by Scott Jackson Seconded by Ailish Statham



LEGEND

PRIORITY:		STATUS:	
A	Critical/Life-threatening/high probability	N	New
B	Urgent/moderate probability of re-occurrence	R	Repeat
C	Important/low probability of re-occurrence	C	Complete
D	Reminders	IP	In Progress
E	Information	RF	Referred forward

Monthly Distribution and Posting of Approved Meeting Minutes (Required):

- Responsible VP
- Responsible Managing Director/Dean
- All JOHSC members
- Internal Communications Person
- Safety & Risk Services ubcsafety.committee@ubc.ca
- Posted on any Safety Bulletin Boards (if applicable)