



Joint Occupational Health & Safety Committee Agenda

Name of Committee: Athletics & Recreation

Worker Co-Chair: Gary Bartley NEW
Employer Co-Chair: Andy Miller (Untill Aug 2024)

Date: March 14th 2024

Time: 9:30 am – 11:00am
Location: Zoom – Meeting

AGENDA:

<ol style="list-style-type: none"> 1. Roll Call 2. Determination of Quorum 3. Approval of Previous Joint Occupational Health and Safety Committee (JOHSC) Meeting Minutes 4. Additional Agenda Items, Review Actionable Items from Local Safety Team (LST) Minutes & Approval of Agenda 5. Review Centralized Accident/Incident Reporting System (CAIRS) report of Accidents/Incidents <ul style="list-style-type: none"> • Monthly Incident List & Statistical Summary Report 	<ol style="list-style-type: none"> 6. Review Workplace Safety Inspections (including any changes to equipment, machinery or work processes that may affect the health or safety of workers) 7. Review Education and Training 8. Ongoing Business – Status of Action Items 9. JOHSC Formal Recommendation Letters & Regulatory Inspections 10. New and Other Business 11. Next Meeting 12. Meeting Adjournment
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GOALS FOR 2020/2021

<ol style="list-style-type: none"> 1. Vote in Co-Chairs 2. Confirm Committee membership with renewal of ToR and keep up to date on the UBC Safety Committee Website 3. Improve clarity of meeting minutes and documentation of JOHSC activities
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1. ROLL CALL					
Worker Representatives	Association/Union	Work Location	Present	Regrets	Absent
Chris Smythe	AAPS	SRC / ARC	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gary Bartley	CUPE 116	Fields	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rastislav Kolesar	CUPE 116	Aquatics	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Claire Mackenzie	AAPS	WMG	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kurt Du Bois	AAPS	WMG	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Keira Gray	AAPS	Boathouse	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leonardo Leao	AAPS	Arena/Concession	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Daniel Kaiser	AAPS	Varsity Events	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Varsity Coach		Varsity Operations/Admin	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arena Operations		Thunderbird Arena	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aquatics Head Life Guard	CUPE 116	Aquatic Center	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Employer Representatives	Work Location	Present	Regrets	Absent
Andy Miller	Aquatics	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thunderbird Park	Thunderbird Park	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Michael Carroll	Camps	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Robin D'Abreo	Varsity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Robyn Wilmer	Intramurals	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Resources/Guests	Work Location	Present	Regrets	Absent
Kavie Toor	Athletics & Recreation – Managing Director	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jason McManus	Athletics and Recreation – Safety & Risk Mitigation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
James Tait	Athletics & Recreation – Facilities Maintenance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dustin Szeto	Safety and Risk Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kimberly Haughian	A&R Human Resources	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>



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 quorum for this meeting? <i>* If 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

(Statement to indicate minutes of previous meeting have been read & acknowledged and to record any corrections to it)

February minutes **Moved by:** Kira **Seconded by:** Robyn

Are the minutes approved?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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4. ADDITIONAL AGENDA ITEMS & APPROVAL OF AGENDA

4 A. REVIEW ACTIONABLE ITEMS FROM LST MINUTES (if applicable)

Place actionable items under Accident/Incident Investigation, Safety Inspections, Correspondence, New Business etc. as applicable and assign proper item # for further discussion/action.

No actionable items noted

Is the agenda approved?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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5. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:

See attached incident report:

- Monthly Incident List & Statistical Summary Report (For any general CAIRS information that requires discussion or action, please record under “New Business” e.g. make note of trends etc. Any incident specific items and follow up requests are to be listed below)

(* See Legend at end for Priority and Status Codes)

Item # (Use CAIRS Incident ID # and Incident Date)	Priority	Action Plan (Actions Taken/Need to be taken)	Assigned To	Follow up: Date Pending	Status
<p>Incident ID: 133676 Incident Date: 2024-01-13 Submission Date: 2024-02-08 Person Type: Staff ATHL - Athletics and Recreation Location: AQC - Aquatic Centre Pool deck of 50 meter competition pool. Worker Representative Listed: Yes Representative Job Title: Head Guard</p>		<p>Description:</p> <p>Blister caused from wearing a fin too small during lifeguard competition training at all staff training. Resulted in bleeding.</p> <p>Root Cause: Unknown ultimate cause. Fins were a large size for a size 10 foot. Worker didn't feel any pain of discomfort before a co-worker pointed out some bleeding. No laceration.</p> <p>Corrective Action 1 Corrective Action Identified: First aid to staff members on duty must be through Campus first aid Estimated Completion Date: 2024-03-14</p> <p>Corrective Action 2</p> <p>Notes:</p> <ul style="list-style-type: none"> - Was more dramatic than it was - No follow on medical injury - Injury wasn't complicated - University first aid was not called - Lifeguard was all trained 			C



5. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:					
		<ul style="list-style-type: none"> - Still need to make sure if its staff that we get occupational first aid - Completed 			
<p>Incident ID: 133806 Incident Date: 2024-01-19 Submission Date: 2024-02-05 Person Type: Paid Student ATHL - Athletics and Recreation Location: TWS - Doug Mitchell Thunderbird Sports Centre Protrans Arena Worker Representative Listed: Yes Worker Representative Job Title: Sport Assistant</p>		<p>Description:</p> <p>Instructor was demonstrating jumps to the figure skating class. Instructor fell during the 2nd jump and head made contact with the ice.</p> <p>Root Cause: The instructor demonstrated multiple jumps in a row. Multiple jumps in succession are not required for the demonstration.</p> <p>Corrective Action Identified: Adjust procedure for demonstrations to limit to 1x jump for demonstration and not have multiple jumps in succession.</p> <p>Estimated Completion Date: 2024-02-16</p> <p>Notes:</p> <ul style="list-style-type: none"> - Didn't wear helmet due to balance - A task they shouldn't be doing - They made that correction - It went wrong and thankfully it wasn't a traumatic injury - Don't have any classes that require a harness or helmet - Once they pass the ages to skate, they don't wear a helmet and its part of industry standard across the board - Only in extreme stuff - On the hockey side/skating side, skating instructors are required to wear a helmet - In hockey in all levels, If player, required to wear a helmet - If you are a coach, NOT required to wear a helmet - James will follow up in CAIRS 			C



5. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:

<p>Incident ID: 133832 Incident Date: 2024-02-06 Submission Date: 2024-02-08 Person Type: Staff ATHL - Athletics and Recreation Location: TWS - Doug Mitchell Thunderbird Sports Centre Arena A - West Catwalk above Goal net Worker Representative Listed: Yes Worker Representative Job Title: Chief Engineer</p>		<p>Description:</p> <p>While completing a walkthrough of the audio control booth, I found an ethernet cable going out of the booth via the catwalk access hatch. The cable was run from the Varsity Media Operations broadcast setup . I had previously secured the hatch on Thursday, February 1 and no cable had been run from the booth at that time. I traced the cable to along the catwalk in which it cross the catwalk multiple times. In each time it crossed the catwalk, the cable was taught and was a significant tripping hazard for anyone on the catwalk. I traced the cable to a broadcast production camera that had been placed over the West goal. The camera was not secured in a proper manner and was loosely clamped to an electrical conduit line that runs along the catwalk. This conduit line is incredibly flexible and is not designed to hold the weight of a camera and only minimal electrical cable inside. There was no secondary safety line attached to the camera or the clamp as is required for anything being installed in the arena catwalks. The way in which this camera was installed was a high risk hazard and had the potential of causing serious injury and/or death if it had fallen from the catwalk to the ice surface below. The camera was removed from the catwalk when the ice was clear below. The cable run to the camera was removed from the catwalk and the access hatch was secured.</p> <p>Root Cause: Unauthorized access by contractor not adequately trained on the access and installation requirements and procedures for the catwalk.</p> <p>Corrective Action Identified: -Complete catwalk access and installation training with contractor.</p> <p>Estimated Completion Date: 2024-02-22</p>			C



5. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:					
		<p>Notes:</p> <ul style="list-style-type: none"> - Patrick will get it signed off - Completed - 			
<p>Incident ID: 133847 (133848) Incident Date: 2024-02-09 Submission Date: 2024-02-09 Person Type: Paid Student ATHL - Athletics and Recreation Location: WMG - War Memorial Gym Gym floor east wall Worker Representative Listed: No</p>		<p>Description:</p> <p>We were getting the gym ready for the basketball game this evening. Prior to the start of the game we clean the backboards which requires bringing down the basketball hoop. While bringing the hoop down a coil that carry's the hoops weight came loose and it came down faster that expected. The facility staff was holding the metal bar to slowly bring down the hoop and got their finger caught as it came down. It initially just looked like it was just with a minor cut and proceeded to swell and bruise when they continued their tasks. Ice and bandaid were administered shortly after by their Manager</p> <p>Notes:</p> <ul style="list-style-type: none"> - One main hoops having issues with the spring falling off - The spring came loose and came off - The weight is transferred to anyone trying to bring it down - It came down more quickly than expected - Finger got caught - Kurt followed up with the staff - Wasn't bad - Went to the hospital - No breaks and back to normal - Andy requested to put bars at the bottom and has been installed - No issues anymore - Completed 			C



5. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:					
<p>Incident ID: 133934 (133936) Incident Date: 2024-02-22 Submission Date: 2024-02-22 Person Type: Staff ATHL - Athletics and Recreation Location: SDC - National Soccer Development Centre (NSDC) National Soccer Development Centre East Field Worker Representative Listed: No</p>		<p>Description:</p> <p>Staff member was stretching a string line used for layout of walkmowing lines. While stretching it the secured end came loose and staff member fell back wards and landed on the lower cross bar of a soccer goal.</p> <p>Notes:</p> <ul style="list-style-type: none"> - He got little back injury - Will put marks in the field and line them up - Corrective actions have been completed but just need to be updated - When doing this work, everyone is responsible for and highly recommended to be aware of your surroundings - Be aware of your environment and surroundings - If something goes wrong, you're not in more of a hazard - Taking time and checking around if something around will hurt myself - Completed 			C
<p>Incident ID: 133935 Incident Date: 2024-02-22 Submission Date: 2024-02-22 Person Type: Staff ATHL - Athletics and Recreation Location: SDC - National Soccer Development Centre (NSDC) The east sideline of the east</p>		<p>Description:</p> <p>We were pulling string line to mark out the blocks we were about to cut in on training, we were cutting east - west. As I was pulling the string line and straightening it out, the pin in the other end came out of the ground and I fell backwards. I fell backwards across one of the crossbars along the back bottom of a soccer net, and fell with the bar right across my lower back.</p>			C



5. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:

field of the NSDC, along where the soccer nets are. Worker Representative Listed: No					
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6. REVIEW OF WORKPLACE SAFETY INSPECTIONS (including any changes to equipment, machinery or work processes that may affect the health or safety of workers)

Distribute inspection checklist(s) and report(s) for meeting and use this table to record discussion and new recommendation(s)
JOHSC has reviewed the below facility inspections for the month and has found the below items.

No actionable items noted

Item # (Use Inspection #)	Priority	Action Plan (Actions Taken/Need to be taken)	Assigned To	Follow up: Date Pending	Status
	E	<input checked="" type="checkbox"/> War Memorial Gym <ul style="list-style-type: none"> Nothing 	Kurt		
	E	<input checked="" type="checkbox"/> UBC Aquatic Centre <ul style="list-style-type: none"> Carpets are being stored in the stairwell and should not be storing thing there 	Andy		
	E	<input checked="" type="checkbox"/> Student Recreation Centre, Bird Coop, ARC <ul style="list-style-type: none"> Nothing 	Chris		



6. REVIEW OF WORKPLACE SAFETY INSPECTIONS (including any changes to equipment, machinery or work processes that may affect the health or safety of workers)					
	E	<input checked="" type="checkbox"/> Arena <ul style="list-style-type: none"> Nothing 	James		
	E	<input checked="" type="checkbox"/> Park <ul style="list-style-type: none"> No occupational health hazards but had a few challenges with plumbing General safety in the building and working on those 	Gary		

* 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	Action Plan (Actions Taken/Need to be taken)	Assigned To	Follow up: Date Pending	Status
		Upcoming training: - Daniel Kaiser – Need to do training	IP		

* 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 – 23/12/14 – 08)		Need to nominate and elect a “employee co-chair”. <ul style="list-style-type: none"> Gary will step up Get new people to come in Get someone to step up 			IP
(NB – 23/12/14 – 09)		New membership discussion <ul style="list-style-type: none"> If possible, for current members to designate their primary proxy. Proxies ideally would be members of their local LSTs; or 			IP



8. ONGOING BUSINESS – Status of Action Items					
		<ul style="list-style-type: none"> - A staff member with similar understandings/knowledge of their operations <p>Notes:</p> <ul style="list-style-type: none"> - Start to get people involved - Maybe coaches - Thinking about the commitment is and have the leads make some framing together and for coaches, more of a 2 person role – conflicts come up - Suspect 2 coaches to each LST and switch on and off depending on season schedules - During season is where they can contribute the most but also hard with conflicts - Need to think more on this - Will Action this to the LST Leads – the scope of the role and seen as a resource instead of regular member - Try to make this more streamline and less effort from us - UBC will benefit from it <p>Notes:</p> <ul style="list-style-type: none"> - Get coaches involved - Hard when they are in season than out of season - Robin: Start appointing a few coaches - He doesn't have a solution for the flexibility to change schedules - Whether we can have a primary or 2 alternates to join - With schedule changes, their flexibility goes away - How to navigate that <ul style="list-style-type: none"> - Missing park coach representative – Jenny found it hard to find someone 			



8. ONGOING BUSINESS – Status of Action Items

		<ul style="list-style-type: none"> - Aquatic center – wondering if the relationship with facility and coaches are more intensive than other facilities? - If perspective at the table, need someone to be present? – Will take this offline - James will take this conversation - Leave this for the next meeting - Robin will pursue it offline <p>Notes:</p> <ul style="list-style-type: none"> - Robin: 2 updates - Daniel Kaiser – Has been confirmed – Contract will be extended – will be joining the JOSCH meetings - coaches and scheduling → proposing needs of the committee have a consistence communication from the coaches into JOSCH and JOSCH into coaches - If committee needs help or input from coaches perspective, Robin can fill in for that - Robin knows the coaching environment and short notice, he will fill in and provide input from the coaches - <u>Make a JOSCH standing item</u> from every single coaches meeting when we have our Varsity All Staff meeting with the coaches part at the end - Propose to talk to them about any updates and get intake and bring it to the next JOSCH meeting - If its very important or specific input, will ask them to come into the JOSCH meeting as a guest and go from there - Hoping this will fill the needs going forward <p>Jason and robin talked:</p>			
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8. ONGOING BUSINESS – Status of Action Items

		<ul style="list-style-type: none"> - the things not to do: a template to move other things forward - Coaching staff is unique group within our organization and can't apply to other groups - This fits well with the coaches but not for everyone else <p>Dustin:</p> <ul style="list-style-type: none"> - Important if we can meet quorum - Do coaches know who they can bring up safety issues to - Important for them to have a go to person if they have any safety concerns so that person can bring up to the JOSCH - From work safe perspective: want to get all the groups into the committee so they can bring up those safety issues directly but if they can't, then recognize who the committee member is - Reporting incidences or near misses is the same process with coaches and events <p>Notes:</p> <ul style="list-style-type: none"> - Robin will be in contact with coaches if they have anything to bring to the meeting - Robin will speak on their behalf or bring the coach into the JOSCH meeting if it's important - Robin knows this is happening - They will nominate someone in their group to be the peer support system so not always having to report to a Robin - No plans for coaches to sit on the committee at this time - No issues with this at this time 			
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8. ONGOING BUSINESS – Status of Action Items					
(NB-23/12/14-01)		<p>LST:</p> <p>How the schedule, how they are done, forms?, challenges you are facing</p> <p>ARC – Robyn</p> <ul style="list-style-type: none"> - Schedule it out by members every meeting - Scheduled next year already - Vehicles, buildings - Have check lists - Forms get submitted to Darren - Talk through in the LST meetings - Inform to Darren - ARC all together - SRC the gym in second level is separate from the fitness level and bird coop <p>Leonardo</p> <ul style="list-style-type: none"> - Not involved in LST <p>Keira</p> <ul style="list-style-type: none"> - Not involved in LST <p>Robin</p> <ul style="list-style-type: none"> - War Gym - Sport equipment is ongoing and coaches evaluate that - If anything they flag it - No formal check point - Happens on a weekly basis - Teams train annually – Don't have inspection but should have one before the season starts <p>Andy</p>			



8. ONGOING BUSINESS – Status of Action Items					
		<ul style="list-style-type: none"> - Aquatic centre - Not every area every month - Rotates every month in each space - Its scheduled <p>Notes:</p> <ul style="list-style-type: none"> - No update from LST at the SRC - No changes at the rest of them 			

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

9. JOHSC FORMAL RECOMMENDATION LETTERS & REGULATORY INSPECTIONS (e.g. WorkSafeBC)						
Item #	Priority	Discussion and/or Action Items	Assigned To	Date of Issue	Date to be Completed	Status
IR #202416973017A		<p>1) FEBRUARY 6, 2024 – IR #202416973017A</p> <p>Description:</p> <ul style="list-style-type: none"> • On February 2, 2024, a worker slipped at Perugia Café, causing them to fall and strike their head. The worker received first aid on scene, and was then transported to a hospital for medical treatment. • There were zero (0) orders issued to the University. <p>JOHSC/LST General Learnings/Discussion Points:</p> <ul style="list-style-type: none"> • As a reminder, any workplace incident that has caused a serious or life-threatening injury, plus all other immediately reportable incidents, must be reported to 				C



9. JOHSC FORMAL RECOMMENDATION LETTERS & REGULATORY INSPECTIONS (e.g. WorkSafeBC)						
		<p>Campus Security at 604-822-2222 (after calling 911 emergency services) as part of the incident response.</p> <ul style="list-style-type: none"> • More information regarding what to do in the event of a serious incidents, possible serious incident, or other immediately reportable incidents can be found on the SRS Website. • Encourage everyone to report incidents and near misses into CAIRS within 48 hours of the occurrence so that a preliminary investigation can be completed within 48 hours as required by section 71 of the Workers Compensation Act • Reminder that incident investigations require a site visit that must be completed within 30 days, and include a detailed description of incident, unsafe conditions, contributors, causes, corrective actions, and the name of the participating worker representative <p>Notes:</p> <ul style="list-style-type: none"> - Worked got first aid - Went to the hospital - Was transported by the ambulance - Reminder, any serious injury, contact campus security - Completed 				
IR #202416973021A		<p>2) FEBRUARY 12, 2024 – IR #202416973021A Description:</p> <ul style="list-style-type: none"> • This Inspection Report documents the receipt and acceptance of the employer's full Incident Investigation Report (EIRR), relating to an incident which occurred 				C



9. JOHSC FORMAL RECOMMENDATION LETTERS & REGULATORY INSPECTIONS (e.g. WorkSafeBC)					
		<p>February 2, when a worker slipped at Perugia Café, causing them to fall and strike their head.</p> <ul style="list-style-type: none"> There were zero (0) orders issued to the University. <p>JOHSC/LST General Learnings/Discussion Points:</p> <ul style="list-style-type: none"> Reminder that incident investigations must be completed within 30 days, with description, unsafe conditions, contributors, causes, corrective actions, and worker rep participation. <p>Notes:</p> <ul style="list-style-type: none"> Completed 			

* REC – Recommendation Letter

10. NEW & OTHER BUSINESS					
<ul style="list-style-type: none"> General discussion items (list actionable items below) 					
Item # (NB-yy/mm/dd-01)	Priority	Action Plan (Actions Taken/Need to be taken)	Assigned To	Date to be Completed	Status
(NB -24/02/08-2)		<p>In person meeting or stay on zoom</p> <ul style="list-style-type: none"> In the summer? Earlier meeting time over zoom is nice – Chris Smyth Hybrid? Peoples schedules and how spread out we are Good to meet in person but to keep quorum up, have to be hybrid Department is spread across campus 			C



10. NEW & OTHER BUSINESS					
		<ul style="list-style-type: none"> - Saves travel time - Something to continue to talk about <p>Notes:</p> <ul style="list-style-type: none"> - Completed - Carry on with Zoom 			
(NB -24/03/14-1)		<p>Electrical Safety Website Safety & Risk Services now has information focused on electrical safety. This resource is designed to equip you with the knowledge and tools necessary to minimize risks of fire, shock, or injury associated with electrical systems. Please visit the Safety & Risk Services website to learn more about safe work practices on electrical safety.</p> <p>SRS General Inspection Updates <i>Emergency Exit Signs</i> UBC Facilities has been receiving calls to install new emergency signs as an action item resulting from local area inspections. As a result, we have revised Item # B-4 under section B. Interior – Common Areas, Hallways, and Stairs in the General Inspection Template. This revision specifies that the inspection of illuminated emergency exit signs is applicable only to "existing or installed" exit signs. The focus should be on ensuring that all current or newly installed signs are visible and functional.</p> <p><i>Electrical Panel Clearance</i> Building Operations’ teams, have observed that the required 1-meter clearance in front of electrical panels are not being maintained throughout campus. When conducting your inspections, be diligent in ensuring this clearance is maintained. Please contact your facilities manager if you have any questions. Relevant inspection templates have been updated to reflect this communication.</p>			C



10. NEW & OTHER BUSINESS																					
(NB -24/03/14-2)		<p>Daylight Savings Time starts Sunday March 10 at 2:00am On March 10, set your clocks forward one hour. In anticipation of losing one hour of sleep, here are some tips to ease the effects of the switch:</p> <ul style="list-style-type: none"> • Rest up: Go to bed earlier to get your usual amount of sleep so you can be well rested and alert • Plan ahead: Give yourself extra time to drive to and from work especially during the Monday commute • Step up the safety: Take extra safety precautions on days following the switch to help avoid workplace incidents <ul style="list-style-type: none"> ○ Consider scheduling particularly hazardous work later in the week (where possible) after employees have had more time to adjust their sleep schedules 			C																
(NB -24/03/14-3)		<p>JOHSC Training New dates have been released for JOHSC and LST training. You can register for JOHSC training here, and LST training here.</p> <table border="1" data-bbox="625 899 1474 1198"> <thead> <tr> <th colspan="2">JOHSC Training</th> <th colspan="2">LST Training</th> </tr> <tr> <th>Part 2a</th> <th>Part 2b</th> <th>Part 2a</th> <th>Part 2b</th> </tr> </thead> <tbody> <tr> <td>March 12th 1:00pm – 3:00pm</td> <td>March 15th 10:00am – 12:00pm</td> <td>April 15th 10:00am – 11:30am</td> <td>April 17th 1:00pm – 2:30pm</td> </tr> <tr> <td>May 14th 11:00am – 1:00pm</td> <td>May 16th 1:00pm – 3:00pm</td> <td></td> <td></td> </tr> </tbody> </table>	JOHSC Training		LST Training		Part 2a	Part 2b	Part 2a	Part 2b	March 12 th 1:00pm – 3:00pm	March 15 th 10:00am – 12:00pm	April 15 th 10:00am – 11:30am	April 17 th 1:00pm – 2:30pm	May 14 th 11:00am – 1:00pm	May 16 th 1:00pm – 3:00pm					C
JOHSC Training		LST Training																			
Part 2a	Part 2b	Part 2a	Part 2b																		
March 12 th 1:00pm – 3:00pm	March 15 th 10:00am – 12:00pm	April 15 th 10:00am – 11:30am	April 17 th 1:00pm – 2:30pm																		
May 14 th 11:00am – 1:00pm	May 16 th 1:00pm – 3:00pm																				
(NB-24/03/14-4)		Discussion on TOR Review			N																



11. NEXT MEETING	
Date:	April 11 th 2024
Time:	9:30-11:00 am
Location:	Zoom

12. MEETING ADJOURNED	
Time:	10:15
Moved:	Chris, James

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
- Risk Management Services ubcsafety.committee@ubc.ca
- Posted on any Safety Bulletin Boards (if applicable)