



VGH Joint Occupational Health & Safety Committee Meeting Minutes

Name of Committee: VGH JOHSC

Worker Co-Chair: Dr Susan Moore
Employer Co-Chair: Karen Donaldson

Date: February 6, 2025

Time: 10:00 AM
Location: Zoom

AGENDA

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| <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 <ul style="list-style-type: none"> • January JOHSC Minutes 4. Approval of Agenda <ul style="list-style-type: none"> • Additional Agenda Items per committee members 5. a) Review NEW Centralized Accident/Incident Reporting System (CAIRS) report of Accidents/Incidents <ul style="list-style-type: none"> • New CAIRS reports – see attached reports • Health Authority Reports b) Review Accident/Incident reports with ongoing action items
 New CAIRS reports – see attached reports <ul style="list-style-type: none"> • 136043 (136032) – Research Pavilion diesel fumes. Report missing corrective actions 6. Review 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"> • Research Pavilion Schedule: <ul style="list-style-type: none"> ○ Completed & Submitted for Review – none ○ Open Actions ○ Outstanding Reports: <ul style="list-style-type: none"> • APEL & Biobank: waiting for report • Review any other Inspections Submitted for JOHSC attention • Faculty of Medicine Space Reviews <ul style="list-style-type: none"> ○ SRS Research Safety assisting with gap assessment | <ol style="list-style-type: none"> 7. Review Education and Training <ul style="list-style-type: none"> • New Member training: Confirmation of outstanding members • Record any additional H&S education attended by JOHSC members 8. Ongoing Business – Status of Action Items <ul style="list-style-type: none"> • Chem Waste Room JBRC 113 – Karen to update committee on recommendations • Diesel Fumes – Metro Vancouver Site Visit to Carlsten Lab, Mardi to update • Safety review on new equipment - ICORD • Committee Membership • Eye Care Centre visit 9. JOHSC Formal Recommendation Letters & Regulatory Inspections <ul style="list-style-type: none"> • See WSBC attachments in SRS Co-chair email 10. Safety and Risk Services Update <ul style="list-style-type: none"> • SRS Co-Chair email • FoM Office/Admin Inspection Survey 11. Facility Updates <ul style="list-style-type: none"> • Ongoing projects, repairs, elevator status 12. New and Other Business <ul style="list-style-type: none"> • Hazards identified: Legacy perchloric acid found. See Working with Perchloric Acid Safe Working Procedure (PDF) 13. Next Meeting: March 6, 2025 14. Meeting Adjournment |
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1. ROLL CALL					
Worker Representatives	Association/Union	Work Location	Present	Regrets	Absent
Susan Moore	Faculty Non-Bargaining	Prostate Centre - JBRC	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Eunice Li	Non Union Technicians and Research Assistants	OVCARE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Danmei Liu	M&P - AAPS	Centre for Aging SMART – R.Ho	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Orson Moritz	Faculty	Eye Care Centre	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Andee Biason	M&P - AAPS	UGME - Diamond Health Care Centre	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dilraj Kaur Longowal	Non Union Technicians and Research Assistants	IIRC- JBRC	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hani Yavari	CUPE 2950	8 th Floor, DHCC	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gigi Leung	Non-Union Technicians and Research Assistants	Research Pavilion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sarah Simmons	Student Employee	Research Pavilion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jordan Bird	Student Employee	Research Pavilion	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Yu-Chi (Pat) Chiu (A)	Non Union Technicians and Research Assistants	MAF JBRC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joanne Matsubara (A)	Faculty	Eye Care Centre	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Zackary Grant (A)	Non Union Technicians and Research Assistants	Blusson Spinal Cord Centre	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vivian Chung (A)	M&P - AAPS	Centre for Aging SMART – R.Ho	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Employer Representatives	Work Location		Present	Regrets	Absent
Karen Donaldson	Facilities and Administration, VCHRI		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Stephanie Smith	MAF JBRC		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yuan Jiang	Blusson Spinal Cord Centre		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kate Orchard (A)	MAF JBRC		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Resources/Guests	Work Location		Present	Regrets	Absent
Mardi Henderson	SRS (FoM)		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Madeline Leighton	SRS (FoM)		<input checked="" type="checkbox"/>	<input 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"/>

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)

January JOHSC Minutes

• Move to adopt minutes. Moved by: Joanne Matsubara Seconded by: Sarah Simmons

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

- Membership Changes

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 NEW 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
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136436 2025-01-21	C	Puncture wound: Worker injured while changing cages. Person returned to work. Supervisor report has been submitted (136479). No further action required	N/A	N/A	C
136336 (136327) 2025-01-09	C	Struck: Worker performing husbandry tasks, when another worker retrieved a water rack cart next to work and pulled it without communicating so, striking the worker in the shin. Worker returned to work. No further action required	N/A	N/A	C
136425 (136268) 2024-11-01	C	Needlestick: Submission of supervisor’s report-see below item 5b.	N/A	N/A	C
136395 (136332) 2025-01-08	C	Sharp Contact: Staff received cut from microtome blade. Blade holder guard was misaligned and not fully covering the blade. A new SOP will be distributed on how to clean blade after use. SRS also have a guide on using microtomes . No further action required	N/A	N/A	C
136340 (136338) 2025-01-09	C	Puncture wound: Worker injured during routine monitoring. Person washed hand with soap and returned to work. No further action required	N/A	N/A	C
5b. INCIDENT/ACCIDENT INVESTIGATIONS WITH OPEN ACTIONS FROM PREVIOUS MEETING					
136043 (136032) 2024-11-12	C	Fumes: Diesel fumes reported from research Pavilion. Windows were closed. Last updates from the lab re: trouble shooting & corrective actions: <ul style="list-style-type: none"> Eric FMO confirmed a charcoal filter has been applied to the air handler that feeds into the lobby They’ve had a technician visiting for further refines of some pipe connections. Waiting for external contractor to look at ducting in engine for further recommendations. CAIRS report to be closed as corrective actions already in place. Mardi to close CAIRS report Update 1/9: No new reports since dampener applied. Update 2/6: Report closed. Metro Vancouver had no specific recommendations. Filters may be getting blocked quickly and need regular changing. Possibility to do smoke test which creates plume and see where it escapes to check for leaks.	Karen	N/A	C
136268 2024-12-17	C	Needlestick: Radiology fellow sustained needlestick – Mardi to find suitable supervisor to assist with the report. Note: Incident date was 1 st of November 2024. Update 2/6: Supervisor report submitted (see above 5a).	Mardi	N/A	C



136263 (136256) 2024-12-13	R	<p>Fumes: (Repeat issue) The team working on the 1st floor JBRC noticed fumes in the work area at ~11:55am. Landscape company truck was seen to be driving away and presumed to be running near the air intake to work area. At 12:15 a worker began to feel nauseous and others reported mild headaches. This was assumed to be attributed to the Energy Centre running the backup generator for the Hospital. The supervisor of the 1st floor was not notified in advance. Afterwards, the workers went outside for fresh air and to wait for the smell to dissipate.</p> <p>Corrective Actions: 1) work alone procedure in the 1st floor reviewed (complete). 2) FMO asked to notify supervisor when generator is being run. Karen to check if signage can be posted as an administrative control (pending). Referred to the AW JOHSC.</p> <p>Update 2/6: RF to March—Karen away</p>	Karen/Pat	02/06/25	RF
135345 2024-10-11	C	<p>Eye Splash: The student dumped washing buffer TBS+Tween20 to the sink and the waste splashed into their left eye. Student was put to eye wash station to wash their eye for 30 min, and then rest for another 30 min. Corrective Actions: 1) The supervisor will go through the procedure with the IP. 2) IP has been given safety glasses and are using them with these kind of tasks to reduce exposure to splashes. 3) Eye wash stations are being adjusted/repared. Temperature of water became very warm when it was used for an extended time. The flow rate was not equal for each eye spout. Work Order will be submitted to facilities maintenance. Karen to check that work order was actioned.</p> <p>Update 2/6: RF to March—Karen away</p>	Karen	3/6/25	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)

Distribute inspection checklist(s) and report(s) for meeting and use this table to record discussion and new recommendation(s)

- No Inspections Scheduled: no reports to review
- Inspections complete with no JOHSC follow up required: naming conventions listed below
- Inspections were delayed. Plan for rescheduling / follow up listed below
- Inspections require JOHSC action: listed below
- Reports were added to SharePoint

Link to [Research Pavilion Schedule](#)



6. REVIEW OF WORKPLACE SAFETY INSPECTIONS (including any changes to equipment, machinery or work processes that may affect the health or safety of workers)					
Item # (Use Inspection #)	Priority	Action Plan (Actions Taken/Need to be taken)	Assigned To	Follow up: Date Pending	Status
GI- APEL Biobank- 2023-10-05-02	C	<p>Research Pavilion: APEL Lab and Biobank-- See November 2024 minutes</p> <p>Update 12/5: Karen to connect w Joanne. Issue with signage which has already been addressed in person. Joanne to send Karen bullet points of issues discussed at time of inspection.</p> <p>Update 1/9: Karen to send report.</p> <p>Update 2/6: RF to March—Karen away.</p>	Karen	3/6/25	RF
Space Review Actions	D	<p>Space Review: See November 2024 minutes</p> <p>Update 12/5: Mardi connected with Karen- walk through completed. Mardi to update next month.</p> <p>Update 1/9: Dilraj asked Mardi to resend IRCC report for action. Mardi & Karen to plan for 2nd half of the walk through. Mardi to check w/ OHRS regarding door signage requests.</p> <p>Update 2/6: Rich from SRS had a walk through and it assisting updating door signage.</p>	Mardi/ Karen	3/6/25	IP
Eye Care Centre	E	<p>Eye Care Centre: Potential building for JOHSC inspection schedule in 2025. Members will be assigned labs to inspect. Joanne to send Karen/ Madeline floor plan with labs and allocated Pls.</p> <p>Update 1/9: Karen has emailed the Admin manager for floorplans to create a 2025 schedule, and to ask for a representative for the spill carts register. Awaiting response.</p> <p>Update 2/6: RF to March—Karen away. Team has been notified they are doing space review. JOHSC still need to do inspections as well. Once floor plans received, schedule for inspections can be created.</p>	Joanne/ Karen	3/6/25	RF
FoM Office/Admin Online Survey	E	<p>Through the Qualtrics survey link, Faculty of Medicine workers are asked to complete 10 short questions reviewing potential hazards at their office/workstation by Friday, January 31st. The questions will focus on typical office/workstation safety concerns only – laboratory inspections are not included and will continue to be completed in-person by Local Safety Teams (LSTs). Please distribute to team members with admin/office workstations.</p> <p>Update 2/6: 169 responses from VGH. Mardi to share more on results next month.</p>	All	3/6/25	IP



* 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
ED-24/06/06-03	D	New Member Training: Hani to complete fundamentals training by Dec 2024 Hani to email ubcsafety.committee@ubc.ca to get added to the in-person training.	Hani	12/05/2024	IP
ED-24/09/12-01	D	New Member Training: Gigi to complete fundamentals training by Mar 2025	Gigi	03/06/25	IP
ED-24/10/03-01	D	New Member Training: Jordan to complete fundamentals training by Apr 2025	Jordan	04/03/25	IP
ED-24/10/03-02	D	New Member Training: Sarah signed up to March 2025 training	Sarah	04/03/25	IP
ED-25/2/6-01	E	Western Conference on Safety . Early bird rates available, department may pay cost to attend.	All	N/A	C
ED-25/2/6-02	E	BC Employers' Advisers Office has many online seminars on a range of topics, both online and in-person. Most are free to attend.	All	N/A	C
ED-25/2/6-03	E	Overdose Prevention and Response Program on SRS website. UBC online training: SAVE lives: Harm Reduction and Naloxone Training	All	N/A	C

* 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-23-12-07-02	C	Chemical Waste room JBRC 113 flagged by VCH: See November 2024 minutes Update 12/5: Cabinet has been purchased, room needs reconfiguring. Susan and Mitali to assist with moving chemicals. Karen to ask for waste pick up for others to get room empty first. Update 1/9: New cabinet came in. It wasn't possible to installed because of the chemicals that were already on the floor that need pick up. Still waiting for GPACK to bring some things down. People need to know the date/time of pickup so they can coordinate their own drop offs. Mitali meeting with Christine	Karen/ Susan	3/6/25	IP



8. ONGOING BUSINESS – Status of Action Items					
		so that she can see the space because she needs to coordinate. Eunice has 2 bottles of waste from OVCARE. Update 2/6: Chemical pick up is on February 19 th . After pick up room will be reconfigured with new flammables cabinet			
NB-24/3/7-03	C	Diesel Fumes, occupants noticing fumes in research pavilion: See November 2024 minutes Update 12/5: Work is ongoing, contractors are investigation air intakes, engine filters and ducting. Update 1/9: No response from Metro Vancouver. No further reports from VCH. Update 2/6: Lab is currently waiting in line for the HVAC check-in from the external vendor (waiting for an exact date). Lab will put the testing dates on the building engine schedule.	Mardi/ Karen	3/6/25	IP
NB-24/09/12-03	C	Safety review on new equipment - lab at ICORD is looking to purchase a furnace for research. Yuan to connect with Karen for recommendation on purchasing & energy/code requirements. Karen to follow up with FMO Update 1/7: Yuan has checked with HEMBC/Fire safety specialist and they didn't have any concerns. Need to know what specifications the energy team needs to give the OK. Karen & Yuan to connect. Update 2/6: Yuan to ask Karen. PI has decided to move on from purchase of equipment.	Karen/Yuan	3/6/25	IP
NB-25/01/09-01	E	Committee Membership: Mitali will be leaving her position and therefore leaving the committee. Actions Required: - A new representative from the Prostate Centre will be nominated at their local safety team. VPC LST is arranging for someone to take over spill cart monthly checks and to replace Mitali on LST. - Mitali had been coordinating with Sumas for chemical waste removal. Any committee members interested in being the person registered with the Hazardous Waste Inventory Systems (HWIS) can contact Karen. (Requirement will involve a few courses and assisting lab members). Nominations required by January 29th to give enough time for handover.	Mitali/ Karen	3/6/25	IP



8. ONGOING BUSINESS – Status of Action Items

		Update 2/6: Committee to look at goal progress. Reminder SRS has small amount of money for JOHSC to organize events.			
NB-25/01/09-02	A	Eye Care Centre site visit Concern was brought forward about safety/seismic issues in a lab in the eye care Centre. Mardi & biosafety team will do a special site visit and provide a copy of the report to the JOHSC. Update 2/6: Sharlene and Mardi are visiting tomorrow for a progress visit and the lab has submitted their corrective action plan back to us. Item can be closed, safety concerns have been addressed.	Mardi	N/A	C

9. JOHSC FORMAL RECOMMENDATION LETTERS & REGULATORY INSPECTIONS (e.g. WorkSafeBC)

Item # (use Recommendation or Report #)	Priority	Discussion and/or Action Items	Assigned To	Date of Issue	Date to be Completed	Status
IR # 202416709097A	E	Investigation Report related to an incident occurring December 19 where a worker was checking the building generator and received a shock to their lower leg. Worker attended the hospital for further medical treatment.	N/A	12/13/2024	N/A	C

* REC – Recommendation Letter *IR – WorkSafeBC Regulatory Inspection

10. SAFETY & RISK SERVICES UPDATE

Item # (SRS-yy/mm/dd)	Priority	Action Plan (Actions Taken/Need to be taken)	Assigned To	Date to be Completed	Status
SRS-25/01/30	E	<ul style="list-style-type: none"> • Snow For information on ice prevention, snow removal and links to campus notifications visit UBC Facilities website • Office Ergonomics UBC Ergonomics Team looking for staff who are interested in becoming an Office Ergo Rep in their department. Sign Up here via WPL. • Preventing and Responding to Sexual Misconduct UBC has updated its Sexual Misconduct Policy and has launched new mandatory training for all faculty and staff. Sign up via WPL 	All	N/A	C



11. FACILITIES UPDATES					
Item #	Priority	Action Plan (Actions Taken/Need to be taken)	Assigned To	Follow up: Date Pending	Status
09/12/24-01	E	VGH OR Project - More work is required outside JBRC and RHO. This will be noisy work, dates TBD. See January 2025 minutes Update 2/6: RF—Karen away	Karen	3/6/25	RF
09/12/24-02	E	Work on leak repairs outside JBRC will be noisy work. Karen to follow up to confirm details and dates. Incubators may need to be moved with jackhammering. See January 2025 minutes Update 2/6: RF—Karen away	Karen	3/6/25	RF
09/12/24-04	E	Steam pipe cracked in MAF, leaking steam and causing condensation. Work underway to address/mitigate issue. See January 2025 minutes Update 2/6: RF—Karen away	Karen	3/6/25	RF
11/7/24-01	E	Elevator in Robert Ho is awaiting software to arrive. Elevator in JBRC is awaiting procurement after which it will go out to tender. Replacement is expected to take approximately one year Update 12/5: Issues with Jack Bell elevators have been escalated to leadership and FMO. Looking for experts to assess. The JB1 ‘passenger elevators’ have funding and are awaiting procurement/tender. Current completion of summer 2025. JB2 elevator: Karen has asked for it to be turned off as issue is unknown. RHO elevator requires part replacements. This elevator present multiple issues including moving liquid nitrogen tanks, waste, washing. Seating options were suggested to put on landing of each floor for research participants to rest. Boardrooms may need to be temporarily reallocating as rooms for research participants so stairs do not need to be used. Elevator issues could be escalated to WorkSafeBC but they likely will only look at what the employer is doing to implement the hierarchy of controls and make recommendations. Karen to discuss presenting issues from each department to leadership. Steph, Mitali,	Karen	3/6/25	RF



11. FACILITIES UPDATES					
		<p>Dilraj and Danmei to represent their areas, Karen to discuss with other staff. Joanne to send recommendations from Eye Care Centre</p> <p>Update 1/9: JBRC Elevator 1 (which was out of commission for a number of years/ smaller one) now is going to be may to be fixed (early fall). Looking at funding to support the replacement of the JBRC elevator – they think they will be ready to go to procurement soon.</p> <p>RHNO the elevator is different – there is no machine room at the top. Research beginning on options for retrofitting a better solution.</p> <p>JOHSC members discussed risks related to gas storage cylinders.</p> <ul style="list-style-type: none"> o Space: Peggy from Chem safety can assist with locations o VPC lab manager group – this discussion and the lab managers can be involved? <p>A working group should be created. Karen ask the H&S reps to invite people to the discussion / risk assessment.</p> <p>Update 2/6: JBRC elevator still not working. R.Ho elevator is working; using Diamond loading bay to get to service elevator to the tunnel is an option for those needing access. No update on working group yet.</p>			
Eye Care Centre Elevator	E	Elevator in Eye Care Centre is repaired- Liquid nitrogen can now be brought up again.	N/A	N/A	C

12. 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-25/02/06-01	B	<p>Hazards identified: Legacy perchloric acid found. See Working with Perchloric Acid Safe Working Procedure (PDF)</p> <p>SRS Chem Safety Officer found some perchloric acid in a lab in JBRC 4th floor. One is over 30 years old. Perchloric acids needs to be used in a wash down fume hood, which JBRC does not have. Unsure where, how often and in what quantity this acid was used. Testing costs around \$1500 per fume hood.</p> <p>Importance of keeping chemical inventories up to date, as well as checking chemicals while doing lab inspections. Decommissioning labs costs significantly less than disposal of chemicals without clear labels. If steps are missed during decommissioning, it falls on next person who inherits lab space.</p>	All	3/6/25	N



12. NEW & OTHER BUSINESS					
		<p>Discovery of acid will have flow on affect for new chemical waste room as old chemicals are disposed of and inventories are updated. SRS Chem Safety team have recommended a chemical amnesty for disposal. They can help to advise on this process.</p> <p>Actions: Mardi to ask Ligia about which PIs have a Hazardous Waste Inventory System (HWIS) account- Susan can then ask PIs without accounts who have chemicals to sign up.</p> <p>Recommendation from Chem Safety: Review PI’s research methodology – may indicate use of Perchloric acid and give a sense of how much and how frequently it was used. Once this is known the risk could be assessed. At this time Karen has been made aware in case of a fume hood breakdown on the 4th floor – they would not be cleared for maintenance to work yet.</p>			
NB-25/02/06-02	E	<p>Membership update: Christina from ICORD has left the committee. Thank you to Christina for her contributions.</p>	All	N/A	C
NB-25/02/06-03	E	<p>Contractors accessing JBRC building Contractors not requiring access to JBRC were tracking mud into the facility, not wearing shoe covers, not following instructions on signage. Contractors were aggressive when approached and a complaint was filed. FMO and contractor’s supervisor was contacted. Issue is that contractors gain access to all buildings whether they need access or not when they receive temporary passes from security. Steph to escalate to building management if it occurs again. Biosafety committee can be consulted if there is a concern for biocontainment breaches.</p>	Steph/ Karen	3/6/25	C

*NB – New Business

13. NEXT MEETING	
Date:	March 6, 2025
Time:	10:00 AM
Location:	Zoom

14. MEETING ADJOURNED	
Time:	11:00 AM

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

Posting of Approved Meeting Minutes (Required):

- JBRC: IIRC – 4th floor & on-line
- RHHN: 7th Floor
- ECC: Room 379
- Blusson: Ground floor by deliveries
- VPC Common Drive (employees access only)
- Skin Science (Dermatology): TBD
- RP: 1st floor mailroom 100
- VGH SharePoint site
- JBRC: VPC – 5th Floor