

## UNBC JOINT HEALTH & SAFETY COMMITTEE

May 24, 2024

**\*\*Zoom Meeting\*\* 11:00am to 12:00pm**

### **Participants:**

**Scott McMillan**, (Employer Rep)- Chair  
**Twylla Hamelin**, (Employer Rep)  
**Debbie Roberts**, (Employer Rep)  
**April Tod**, (CUPE Employee Rep 1)  
Alencia Graham (CUPE Employee Rep 1) *Alternate*

### **Committee Resource:**

Thya Warren – (OHS Safety Officer)  
Harpreet Johnson – (Recording Secretary)  
Jordan Wilbey, Chemical, Radiation & Bio Safety Officer

### **Absent:**

**Marlene Cannon**, (Employer Rep) *Alternate*  
**Tina Fraser** (Faculty Employee Rep 1) Co-Chair  
**Ron Camp II**, (Employer Rep)  
*Vacant*, (Employer Rep) *Alternate*  
*vacant*, (Employer Rep) *Alternate*  
**Aaron Olsen**, (Employer Rep) *Alternate*  
**Jennifer Dawson**, (Employer Rep)  
**Saphida Migabo**, (Faculty Employee Rep) *Alternate*  
**Shauna LaTosky** (Faculty Employee Rep 2)  
**Siraj ul Islam**, (Faculty Employee Rep) *Alternate* 2)  
**Alan Alger**, (CUPE Employee Rep 2) *Alternate*  
**Guowei Li**, (CUPE 2278 Employee Rep 2)  
*Vacant*, (CUPE 2278 Employee Rep 1) *Alternate*  
*Vacant*, (CUPE 2278 Employee Rep 2) *Alternate*  
**Christiana Onabola**, (CUPE 2278 Employee Rep 1)  
**David Claus**, (Employer Rep)  
**Peter Popovic**, (CUPE Employee Rep 2)

### **Committee Resource:**

Maik Gehloff, (Positional Resource)

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Meeting Co-Chair: Tina

### **A. Traditional Territory Acknowledgement - Scott**

### **B. Chair Comments – Scott –** WIRL is up to full operating capacity. Need to plan some summer road trips to the other facilities but we're hoping to have more of a process developed beforehand but it will likely be August. Convocation is around the corner, and it falls on the MBA dates.

Twylla: Are we up to date on our requirement for an employee representative at sites where we have the appropriate number of people? The hospital site is one that we have not thought about. There are about 15 at the hospital.

Scott: There are 30 in Terrace.

Deborah: If we need over 20 for a committee, Terrace can have their own committee as they have 30.

Scott: We can have a separate committee in Terrace, a regional committee that is separate from this one or regional people to plug into this committee.

Scott to connect with Twylla.

Deborah: What about a Hospital Safety Committee?

Scott: Leaning towards a Regional Committee but open to suggestions and see what they would like as well.

### **C. AGENDA:** Approved. All in favour.

### **D. APPROVAL OF MINUTES April 2024.**

d.1) Debbie to approve and April to second. All in favour, approved.

### **E. BUSINESS ARISING FROM THE PREVIOUS MINUTES**

e.1) **Scott –** Working alone strategy is still under works.

Working alone groups are, the regional hospital staff, the Shift Engineers at UHNBC, the security guards at UHNBC, the travelling student/staff members going in-between communities and anyone working after hours. Are there any other groups that haven't been mentioned?

- Student recruitment officers – They are travelling alone and on campus alone. There are a lot of vacancies now. There is one in Vancouver that works alone all the time and is based out of her home. Approximately 10 recruiters.
- What about the ones that work from home? Should that be included in the working alone or is that a different policy? They should be checking in and out every day

when working from home. Working on getting a proper system. (approx. 15-40 workers)

- When travelling out of town, you can check in with security at UNBC as well.

## **F. Incident Report Summaries**

### **f.1) Review of the Worksafe and other classified incident reports for First Aid Incidents. Safety Investigations: & Other Reports sent to members for review. – Scott**

- Four first aid incidents:
  - Unloading a cabinet, tore a fingernail
  - Pinched finger loading a bike onto a bus
  - Metal splinter in pinkie
  - Cut to forehead, bumped head.
- Four time loss incidents:
  - Right thumb locking – it is most likely an ergonomic issue, but this person works from home and quite far away, so it is harder to investigate.
  - Heavy box fell on someone's hip while moving laundry machines.
  - Back strain while moving a heavy desk
  - A worker was climbing a ladder and blacked out for a minute and fell off. A more complex investigation is being done and looking at ladder safety.
  - A TV was mounted to a wall incorrectly, it wasn't mounted to a stud, and it fell off.
- See chart below

### **f.2) Review of Respect in the Workplace Investigation Statistics- Jennifer**

No new updates.

## **G. Inspection Updates**

### **g.1) Building Inspection Updates – Scott**

- Inspections have been underway. Paperwork is still being completed but building 8 & 9 have been inspected. Thank you, Twylla, and Thya.
- In terms to the labs in building 9, it is known that those labs are covered by the lab safety committee but what about the GA and the animal care facility? Are these inspected by the lab safety committee?
- Jordan: Room 107(GA), 292 and 110 (GA) are inspected.
- Scott: Jordan to add the Animal Care Facility to the lab inspection cycle.
- Requested that the TV in building 4 that is hanging over top of the workstation to come down as it hasn't been used.

### **g.2) Lab Inspection Report –Jordan**

No new updates.

## **H. New Business**

- ### **h.1) None**

## **I. Round Table Discussion**

**MEETING ADJOURNED AT: 11:49 AM**

**JOINT HEALTH & SAFETY REPORTS**

	<u>May 2024</u>	<u>May 2023</u>	<u>Year to date 2024</u>	<u>YTD Last Year 2023</u>
Hazard Reports	0	0	1	-
Near Miss Reports	0	0	0	2
First Aid	4	2	8	4
Medical	0	0	2	1
Time loss	4	1	6	3
Fire Drill	1		5	
Fire Alarm / Evacuation	0	0	1	2
Investigations	1(4 pending)	1	5	1
Other Incidents	3	1	23	9
Inspections	2		4	-
Ergonomic assessments	2		10	-
New App subscribers / Total	28		2359	

**First Aid Incidents:**

- Unloading cabinet, tore fingernail.
- Pinched finger loading bike onto bus.
- Metal splinter in pinky.
- Cut to forehead, bumped head.

**Safety Investigations:**

- TV fell from wall – improperly mounted. Investigation complete.
- Ergonomic potentially – Right thumb locking.
- Heavy box fell on hip, moving laundry machines.
- Back strain, heavy table.
- Climbing ladder, blacked out, no injuries sustained.

**Other OHS reports:**

- Student – twisted knee walking in stream bank.
- Visitor twisted ankle and bruised ribs from fall at hotel conference.
- Visitor scraped knee off site, treated by UNBC First Aid.

**ACTION ITEMS**

<b>Item #</b>	<b>Description</b>	<b>Who</b>	<b>Action</b>
1) 19-009	Committee Projects	Individual Project Groups	On Going
2) 19-016	Animals on Campus Policy & Procedures Draft for Committee Review	Safety Office	Tabled