

**Chemistry Local Safety Team Meeting Minutes** APPROVED

Name of Team: Chemistry Local Safety Team

Chair(s): Derek Gates &amp; Monica Clarkson

Date: July 20, 2023

Time: 11:02 am

Location: Online Zoom Meeting

**AGENDA:**

<ol style="list-style-type: none"> <li>1. Roll Call</li> <li>2. Approval of Previous LST Meeting Minutes</li> <li>3. Additional Agenda Items &amp; Approval of Agenda</li> <li>4. Review Central Accident/Incident Reporting System (CAIRS) report of Accidents/Incidents <ul style="list-style-type: none"> <li>• Monthly Incident List &amp; Statistical Summary Report</li> </ul> </li> <li>5. Review Workplace Safety Inspections (including any changes to equipment, machinery or work processes that may affect the health or safety of workers)</li> </ol>	<ol style="list-style-type: none"> <li>6. Review Education and Training</li> <li>7. Ongoing Business – Status of Action Items, Review of Previous Minutes</li> <li>8. New and Other Business</li> <li>9. Next Meeting</li> <li>10. Meeting Adjournment</li> </ol>
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**1. ROLL CALL**

Worker Representatives	Work Location	Present	Regrets	Absent
Guillaume Bussiere	Chemistry - Teaching Faculty	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Karen Button	Chemistry – M&P, Stores Manager	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ken MacFarlane	Chemistry - M&P, Director, Finance and Operations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mohamad Rezaei	Chemistry - M&P, Director, Technical Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tori Christianson	Chemistry – CUPE 2950, Outreach and Communications	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Patrick Dever	Chemistry – Shops and Services Tech	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ben Herring	Chemistry – Research Tech	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jacqueline Higgins	Chemistry – Graduate Student	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cameron Zheng	Chemistry – Graduate Student	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Employer Representatives	Work Location	Present	Regrets	Absent
Derek Gates	Chemistry – Faculty, Co-Chair	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Monica Clarkson	Chemistry - M&P, Co-Chair & Safety Program Officer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Resources/Guests	Work Location	Present	Regrets	Absent
Richard Wambolt	UBC Safety & Risk Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**2. APPROVAL OF PREVIOUS LST MEETING MINUTES**

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

Are the minutes approved? Minutes were adopted with a minor edit.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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**3. ADDITIONAL AGENDA ITEMS & APPROVAL OF AGENDA**

Is the agenda adopted? An additional CAIRS report was added to the agenda.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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**4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:**

See attached incident report:

- Monthly Incident List & Statistical Summary Report (*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*)

(\* See Legend at End for Priority and Status Codes)

Item # (Use CAIRS Incident ID #)	Priority	Date	Action Plan (Actions Taken/Need to be taken)	Assigned To	Follow up: Date Pending	Status
129681 / 129682	C	Jul 22, 2022	Grad student removed Pasteur pipette with phenylbis(trimethylsilyl)phosphine residues on it from glovebox and discarded it into plastic glass waste bucket with plastic bag liner. The plastic bag liner was ignited by chemical residues that remained in the pipette. <ul style="list-style-type: none"> <li>Lengthy discussion regarding glass waste buckets; no recommendations established.</li> <li>DG conducted a straw poll of faculty at the Sep 29 Faculty Meeting. Faculty are in favour of metal glass waste containers.</li> </ul>	DG/MC	In Progress	IP



4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:						
			<ul style="list-style-type: none"> <li>Response from the Waste Management team from Building Operations was received on Dec 19, 2022. They have discontinued the metal pails. If the department would like to purchase and re-stock the metals pails, the Waste Management team would service them as needed. Monica to check if there are still any discontinued pails available for use.</li> <li>Metal pails are currently still available to UBC Chem and are still being circulated. There is approximately a 50/50 ratio of metal to plastic pails, which are in circulation within the department. After further discussions with UBC Waste Management, they have agreed and confirmed that it is okay for us to label and use the existing metal pails with "UBC CHEM". Once the metal pails have been labelled, the waste management team will be trained to deliver the metal pails to the department. Signage with instructions will be posted in the glass waste room to encourage synthetic lab users to use the metal pails.</li> <li>Chem Tech Services have provided us with a stencil for this project. We will start the spray paint the metal pails in the coming weeks.</li> </ul> <p><b>LST Comments:</b> No updates at this time.</p>			
131306/131331	C	May 11, 2023	<p><b>Inhalation of Barium Hydroxide Octahydrate</b></p> <p>I did not personally witness the incident. It was communicated by a graduate student that one of the volunteers for the Science Rendez-vous event had inhaled a particle of barium hydroxide while weighing out 30 g samples of this substance for one of the demonstrations.</p> <p>Summary provided by chem safety staff:</p>	MC/CZ	Complete	C

**4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:**

		<p>A volunteer, a couple grad students and a faculty member were preparing for a demo. Everyone was wearing full PPE, including lab coat, safety glasses, long pants, gloves and closed toed shoes. The group was going through a checklist, at which time they determined that 6 aliquots of 40 grams of barium hydroxide octahydrate was needed to be prepared for the Hot and Cold Flask Experiment. The volunteer did not have any written instructions or procedures available to them. Instruction was given to them verbally. The SDS was not reviewed prior to the incident. To weigh the 40 grams of barium hydroxide octahydrate volunteer was provided with a spatula, a mini dixie cup and scale to weigh out the reagent. To transfer the reagent from the dixie cup to the falcon tube they were provided with filter paper to make a funnel. The barium hydroxide octahydrate had the same consistency of sand. The bottle of barium hydroxide octahydrate had solidified at the bottom, so the volunteer dug into the bottom of the container with a spatula to get the remaining material out. During the process of transferring the 5th sample from the dixie cup into the falcon tube the volunteer felt a solid object enter your throat. There was no pain or burning sensation, just discomfort in the throat. At the same time a graduate student came to check in on the volunteer. The volunteer notified them that they inhaled the barium hydroxide octahydrate. The grad student immediately notified the faculty member. The faculty member called the Chemistry Safety Officer to ask for instructions. The safety officer notified the faculty member to refer to the first aid instructions in the SDS and to call BC Poison Control. The faculty member instructed the volunteer to drink water as per the SDS instructions and moved the person outside to a well-ventilated area. The safety officer subsequently called</p>			
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**4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:**

			<p>UBC First Aid. First Aid arrived within 7 minutes and provided support. BC Poison Control provided instruction over the phone. They notified the faculty member that there was no need for the individual to seek immediate medical attention, unless the individual started feeling additional symptoms. The discomfort in the volunteer's throat persisted until 1 pm, but other than that they felt okay.</p> <p><b>Actions and Resolutions:</b></p> <ol style="list-style-type: none"><li>(1) Update the demo procedures to use barium hydroxide in the fume hood.</li><li>(2) Remind supervisor to provide written procedures, training and SDS to volunteers before starting preparations.</li><li>(3) Review SDS and determine if barium hydroxide octahydrate is required to be used in a fume hood. If required, add this to the current procedures.</li><li>(4) Signage for fume hood in B150A, should include instructions on who to contact to unlock fume hood.</li><li>(5) Chem safety staff to send emergency response procedures to faculty member.</li><li>(6) Chem safety staff to send Volunteer Accident Insurance to faculty member and to the Chem Outreach Committee. The SDS indicates that barium hydroxide octahydrate should be used in a fume hood.</li></ol> <ul style="list-style-type: none"><li>• During the investigation, it was found that the volunteer did not have Volunteer Accident Insurance. Blossom Sobrino confirmed that "volunteer accident insurance only covers accidents where the risk is greater than in a class room setting and covers only major accidents". Activities in UBC Chem are common to be at a higher risk than in a general class room setting. So, it is recommended that the supervisor/faculty member provide the volunteer with Volunteer Accident</li></ul>			
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4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:						
			<p>Insurance. The cost is \$4/year. For more information, please contact <a href="mailto:ugrad@chem.ubc.ca">ugrad@chem.ubc.ca</a> This was discussed at the faculty meeting on May 25, 2023.</p> <p><b>LST Comments:</b> All corrective action items have been completed. This item can be closed.</p>			
131343/131352 131357/131340 131356/131353 131351/131339		May 16, 2023	<p><b>4L Dichloromethane Spill at Chemistry Stores</b> At approximately 15:55 pm, two customers arrived at Chemistry Stores (ChemStores) at B170 of the Chemistry Department to pick up their order (Planon order 201482.00). That order included two 4L bottles of ACS grade Dichloromethane CAS: 75-09-2 (DCM).</p> <p>Due to the stores closing in five minutes, storeperson helped customer collect items by gathering two of the items while the customers were picking the flammable solvents from the solvent shed outside the ChemStores loading bay. The storeperson took two 4L bottles of DCM and placed them on the floor in front of the main bench in front of aisle four. Upon re-entering the stores from the loading bay, the storeperson told the customers to pick up the bottles.</p> <p>The customer picked up one bottle of DCM and immediately slipped from their hand. It hit the floor and shattered.</p> <p>Upon witnessing the accident, the storeperson immediately told everyone in the ChemStores to vacate B170. At that point in time, the other people present in the ChemStores were: 4 customers total, 3 storepersons, stores manager, ThermoFisher Supply Center specialist. The customers did</p>	MC/BH/KB/CZ	In Progress	IP



**4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:**

		<p>not react at first. The storeperson then placed on their respirator and walked over to the customers to order them to vacate the stores. Stores Manager also reiterated that everyone needed to leave. All of B170 (except for 2 storepersons and stores manager) was vacated in approximately 1 minute.</p> <p>Storeperson walked over to aisle 5 to pick up three spill pillows and gave them to the other storeperson. They then walked outside the ChemStores into the hallway to retrieve the spill cart.</p> <p>15:57pm Stores Manager called Safety Officer to advise what happened, directed to call 911. Exited Stores, remaining two storeperson also exited Stores. Storeperson left the spill cart unused in Stores and exited to the hallway. Safety Officer said they were going to call Campus Security. Campus Security was called at 15:58pm and was directed to notify SRS pager.</p> <p>15:58pm Stores Manager called 911 to report spill, request hazmat team. Call lasted 2 minutes.</p> <p>16:01pm Stores Manager called Safety Officer to update and walked to front of B wing to wait for fire response. Two storepersons were outside ChemStores controlling access.</p> <p>16:05pm Stores Manager called Director, Finance and Operations to advise about ongoing situation. Could hear sirens of approaching fire response during this call.</p> <p>Stores Manager met fire response on Main Mall, explained situation/what spilled and showed them to Stores via the</p>			
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**4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:**

		<p>outside path to shipping/receiving door. Met Safety Officer there, connected them/fire response. The exterior shipping/receiving door had been left open (with staff person standing outside to control access). Fire response took over scene and they controlled entry to building. No staff reentered B-wing 170. I explained to them where the broken bottle was, that the bottle had shattered and that everyone had been evacuated. They asked for spelling of chemical name, provided as dichloromethane and methylene chloride.</p> <p>Campus Security was also present.</p> <p>Two storepersons and myself stayed on scene with Safety Officer, Director, Finance and Operations and emergency responders. Glass was cleaned up by hazmat crew. They also collected the spill pillows and put them in a plastic bag, and placed them in the fume hood in B170D, the bag was left open to allow the solvent to evaporate. They also brought out boxes of stock that had been splashed by DCM. The boxes were put on the ground outside the shipping/receiving area. The contents were checked and the inner goods were not soaked or damaged, just the exterior cardboard boxes.</p> <p>Custodians were notified not to enter stores that evening or transit through the room. Notification by Stores Manager to custodian on 4th floor of A-wing, that person then notified the rest of the crew that worked in those two buildings not to enter Chem Stores or transit through to dumpsters/recycling outside. "Do Not Enter" signage was posted at both entry doors to Stores. It was also reported via a service request in Planon.</p>			
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**4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:**

			<p>Fire response/Hazmat crew gave all clear at 17:40pm. No staff reentered B170 until this point. They used a VOC detector and stated the ppm level in stores was 0ppm except at the localized area of the spill right at floor level where it measured 0.6ppm. Safety Officer, Director, Finance and Operations, storespersons and myself secured stock that had been removed from stores (unpacked bags/inner goods from cardboard boxes that were saturated – the goods were brought back into Stores, the boxes were left outside overnight). Storespersons and I collected personal belongings, locked up Stores/set alarm and left.</p> <p><b>Actions and Resolutions:</b></p> <p>(1) To update procedures and to provide training for staff for handling solvent bottles to emphasize that they should be placed in secondary containment.</p> <p>(2) Provide and train staff with emergency response procedures.</p> <p>(3) Train staff on spill response procedures for common solvents and other chemicals held in stores as well as other received chemicals.</p> <p>(4) Setup calendar reminders for yearly fit testing of respirators. Due date for next fit-test written on the respirator storage location. Reminder to staff of proper use for respirators. A few staff are not permitted to use their respirators until they have completed the fit-test recertification.</p> <p>(6) Send updated procedures to everyone once completed. Items 2 and 4 have been completed. RW to help Chem LST with spill response for Chem Stores Staff.</p> <p><b>LST Comments:</b> Corrective action items 3 and 6 are in progress.</p>			
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4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:						
			<p>A question was raised, "do lipped carts count as secondary containment? Lipped carts do not count as secondary containment.</p> <p>The draft of the Safe Transport of Hazardous Materials was discussed and minor edits were suggested. This will be further discussed and will be reviewed offline.</p>			
131427/131418	C	May 30, 2023	<p><b>Ethyl acetate spill</b></p> <p>This report was submitted by an "Interim Supervisor" since the "Direct Supervisor" was unavailable to submit the report to meet the 48 hour deadline for WorkSafeBC requirements. This report is based on information received from the Chemistry Safety Officer. The details of the incident, as I have learned them, follow.</p> <p>A post-doctoral fellow was making a purchase at Chemistry Stores at 1:10 pm. They were waiting to complete their purchase, when another customer accidentally knocked over a metal safety can of ethyl acetate from the top of a cart (cart had a 1-inch lip). The customer who accidentally knocked over the metal safety can was placing a large bag (approximately 50 lbs) of dry ice on top of a cart, which accidentally hit one of three metal safety cans of ethyl acetate also stored on top. One of the safety cans fell from the top level (approximately 3 feet high) of the cart onto the floor. Approximately 10 mL of the ethyl acetate fell out of the can, hit the floor, splashed up, and a drop bounced into the post doc's left eye. The post doc felt a burning sensation in their left eye for about 5 seconds. The clerk from Chemistry Stores immediately helped the worker to the eye wash station. With help the worker washed their eyes for over 10 minutes. At this time the worker's eye felt okay and there was no irritation. At 1:17 pm the clerk</p>	MC/CZ	Complete	C

**4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:**

			<p>notified the safety officer of the incident. The safety officer recommended for the clerk to review the SDS for the first aid measures. The SDS indicated, "IF IN EYES: Rinse cautiously with water for several minutes." The safety officer called first aid at 1:18 pm. UBC First Aid arrived within 5 minutes. The worker's eyes felt okay and no medical attention was needed at this time. The worker was told that if they felt any irritation to their eyes to go to the hospital. Also noting, PPE is not required to be worn while shopping in Chemistry Stores, so none was being worn by the worker.</p> <p><b>Actions and Resolutions:</b></p> <p>(1) Send emergency response procedures to Chemistry Stores Manager. Manager to distribute and discuss emergency procedures with all staff.</p> <p>(2) Review and update procedures for dry ice transport and solvent transport. Emphasize in procedures to not overload the cart.</p> <p>(3) Confirm through WorkSafeBC and with UBC SRS if safety glasses should be worn while shopping in Chemistry Stores.</p> <ul style="list-style-type: none"><li>• All corrective action items have been completed except for item 2, which is in progress.</li><li>• It was confirmed through UBC SRS that there are no regulatory requirements for wearing PPE in Chem Stores for shopping. Depending on the task being done, staff are required to wear basic PPE and any additional PPE as required.</li><li>• Although there are no regulatory requirements for PPE to be worn in Chem Stores while shopping. It is recommended that at minimum everyone should wear their safety glasses (new suggestion), lab coat, long pants and fully foot encompassing liquid-</li></ul>			
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4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:						
			<p>resistant shoes, especially in areas where solvents/chemicals are located (Solvent Shed &amp; Chemical Room). This item will be discussed further at the next meeting. DG to discuss this at next faculty meeting.</p> <p><b>LST Comments:</b> All corrective actions items have been completed. This can be closed.</p> <p>PPE requirements in Chem Stores will be added to new business.</p>			
	C	June 14, 2023	<p><b>4L Tetrahydrofuran Spill in Solvent Shed</b> There was a 4-litre spill of tetrahydrofuran in the solvent shed outside of Chem Stores today at around 1:30 pm. The incident involved a staff member unloading and re-loading a box of THF bottles. When re-loading one of the bottles, the bottom hit one of the caps of a neighboring bottle. This impact caused the bottle to break and spill its contents on the hands of the staff member, into the box, and on the solvent shed floor. The staff member immediately left the room and washed their forearms appropriately. After their forearms were washed thoroughly, they notified their supervisor. Chem safety officer was called and asked to confirm whether 911 was required to be called. It was recommended not to call 911 until we had further confirmation from SRS. In addition, no one was in immediate danger and the room had been cordoned off. SRS was called to notify them of the incident at which time they confirmed that 911 did not have to be called. "Do not enter" signage was placed on the doors and the area was taped off. Also, UBC First Aid was called for the staff member. They are okay but have been directed to go see a doctor as directed by the SDS.</p>	MC/KB/CZ/JS	Complete	C

**4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:**

			<p>Emergency procedures were followed. Also, a box was being used as secondary containment. However, at the time the staff member was not wearing any PPE besides long pants and closed toed shoes. Going forward the staff will be required to be wear full PPE for these types of tasks.</p> <p>Remaining bottles will not be provided to the research group.</p> <p><b>Actions and Resolutions:</b></p> <p>(1) Contact the supplier and report the recent issues with the 4 L bottles breaking and to ask them if they have heard any similar issues with other customers.</p> <p>(2) Remind staff that full PPE must be worn while loading and unloading any solvent containers or chemicals from boxes and shelves in Chemistry Stores.</p> <p>(3) Discuss PPE requirements for customers while shopping in Chemistry Stores.</p> <ul style="list-style-type: none"><li>• It was confirmed through UBC SRS that there are no regulatory requirements for wearing PPE in Chem Stores for shopping. However, full PPE must be worn while loading and unloading any solvent containers or chemicals from boxes and shelves in Chemistry Stores.</li><li>• Although there are no regulatory requirements for PPE to be worn in Chem Stores while shopping. It is recommended that at minimum everyone should wear their safety glasses (new suggestion), lab coat, long pants and fully foot encompassing liquid-resistant shoes, especially in areas where solvents/chemicals are located (Solvent Shed &amp; Chemical Room). This item will be discussed further at the next meeting. DG to discuss this at next faculty meeting.</li></ul>			
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**4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:**

			<ul style="list-style-type: none"><li>• At the time of the initial call to SRS/Campus security the person on the phone told us that “first aid did not need to attend”. RW to notify SRS and Campus security about this.</li><li>• For investigation, check to see if the research group have previous 4 L THF bottles and to compare the old ones with the new ones for imperfections and/or changes in the bottles.</li><li>• Wait for instructions from RW to see what to do with the other bottles (2 x 4 L THF) that came in with the shipment.</li><li>• RW noted that emergency response was followed and that staff immediately evacuated the area. It was also noted, for extra safety measures to evacuate all the people in Chem Stores.</li></ul> <p><b>LST Comments:</b> All corrective action items have been completed.</p> <p>The supplier was contacted and an investigation for the bottles was created by them. The supplier mentioned that the bottles were indeed recently changed, and the changes were made to improve the thickness and safety of the glass for better protection.</p> <p>This incident can be closed. If the supplier has any updates or information, it can be re-opened as new business as an informational item.</p>			
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4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:						
131573/131568	C	June 22, 2023	<p><b>KOH Spill</b></p> <p>Before: Last user of the sample container did not screw the lid on properly.</p> <p>During: Potassium hydroxide solution (1 M) slashed on the face of the employee when the container detached from the lid and fell.</p> <p>The lid from a plastic graduated sample container was not screwed on tightly and when the employee picked up the sample, it detached from the bottom, fell on the counter and splashed at the employee in the face on their right cheek. The container originally had less than 100 mL of potassium hydroxide solution. Safety glasses were worn and no solution made it into the employee's eyes. Also noting none of the solution entered the worker's mouth.</p> <p>Immediately After: Face and eyes were washed at the eye was station for 10 min. First aid was called the next day to do a follow up check.</p> <p>The spill was cleaned up using the CHEM-SWP-001 Acidic Basic Spill Clean Up guidelines.</p> <p>During investigation: Although the worker indicated they were okay and had no skin irritation, the worker was recommended to contact a physician as indicated in the SDS.</p> <p>It was noted that gloves, long pants and appropriate footwear were being worn. However, a lab coat was not being worn.</p> <p><b>Actions and Resolutions:</b></p> <p>(1) Remind all workers and students to hold the sample containers by the base and not at the lid.</p> <p>(2) Send emergency response procedures for chemical exposure and acidic and basic spill to all workers and students.</p>	MC/MS	In Progress	IP



4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:						
			<p>(3) Remind workers that UBC First Aid should be called immediately after an incident.</p> <p>(4) Update the SOP to include that lab coats must be worn for this particular task. Notify all workers of the updated change.</p> <p><b>LST Comments:</b> All corrective action items have been completed.</p> <p>The lab is currently set up as a hybrid space with engineering on one side of the lab and the chemicals located on the other side. It was requested by the LST to review the PPE requirements for the entire lab. MC and RW to schedule a site visit.</p>			
131575/131585	C	June 23, 2023	<p><b>Small Cut</b> Person was cleaning a piece of laboratory glassware in a lab sink while wearing required PPE, including nitrile gloves. The wet glassware slipped, broke, and rebounded in a way that caused a very minor cut (very shallow, less than 1 cm in length) on the left, index-finger knuckle. The glassware (empty) had contained a non-hazardous chemical (Pluronic F-127) and had been rinsed with a significant volume of water prior to the cut. After the glassware broke, nearby students asked if the person needed assistance and another soon reported the incident to the supervisor. Bleeding was minimal. The injured student rinsed the affected hand under running tap water for 10 min. One small-size Band-Aid was applied. The student was advised that UBC first aid was available but declined. The student returned to work and was monitored for the remainder of the afternoon and reported no discomfort.</p>	MC/BN	Complete	C





4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:						
			<p>The student was given instructions to seek medical attention if the cut were to become irritated, discolored, or otherwise odd or uncomfortable.</p> <p><b>Actions and Resolutions:</b></p> <p>(1) Chem LST to notify student that there are a variety of cut resistance gloves available at Chem Stores for different tasks. Specifically, there are thicker nitrile gloves that have some chemical resistance and are cut-resistant. Ansell, AlphaTec® 58-735 Chemical &amp; Cut-Resistant Gloves.</p> <p><b>LST Comments:</b></p> <p>All corrective action items have been completed. In addition, the group has decided not to use the Pluronic F-127 going forward. This incident is closed.</p>			
131598/131599	C	June 27, 2023	<p><b>DBN splashed on face</b></p> <p>Student (non-worker) was measuring out 4 mL of DBN (1,5-Diazabicyclo[4.3.0]non-5-ene) and while removing the air bubble from the syringe, the needle separated from the syringe and the DBN splashed back into the operator's face. There was less than 1mL that had splashed onto the student's forehead and chin. The operator was wearing all the required PPE, including safety glasses, lab coat, fully covered shoes, and lab coat. Immediately following, the operator washed their face for over 15 min with water and with soap and water. While the student was washing their face, the incident was reported to the chem safety officer. Upon arrival of the safety officer, UBC First Aid (822-2222) was called for medical attention and to report the incident to SRS. First-aid arrived within 6 min. The operator still felt mild burning on his/her face and thus were transported to UBC urgent care for medical attention. The SDS indicates that a physician should be called immediately. At the</p>	MC/KN	Complete	C



4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:						
			<p>hospital, a physician along with a poison expert was consulted.</p> <p><b>Actions and Resolutions:</b></p> <p>(1) Update SOP for syringe handling use.</p> <p>(2) Safety staff to provide group with emergency response procedures for this type of incident.</p> <p><b>LST Comments:</b></p> <p>All corrective action items have been completed. The usage of a face shield, Teflon tape, and Luer-Lok was added to the SOP. It was recommended that parafilm should also be used in addition to the Teflon tape. It was suggested, the volume of the material being added to the syringe should not fill the total volume of the syringe. Filling the syringe at its total capacity can cause the plunger to dislodge from the needle. This item can be closed.</p>			
131636/131638	C	July 5, 2023	<p><b>Back Strain</b></p> <p>Student Worker emailed Thursday July 6th to report a sore back from working in Chemistry Stores on Wednesday July 5th.</p> <p>The student worker reported that they had woken up on Friday June 30th with back strain, which occurred from home activities. They worked a 3-hour shift on June 30th and experienced no additional strain. They returned to work again on July 5 for a 3-hour shift. During this shift, they removed a box located on a higher shelf, which weighed about 40 lbs and may have aggravated the back pain to return. The incident was first reported by the student worker on July 6th to their supervisor.</p> <p><b>Actions and Resolutions:</b></p> <p>(1) Notify worker to communicate to their supervisor of any circumstances that may aggravate a pre-existing condition so accommodations can be made.</p>	MC/CZ	In Progress	IP



4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:						
			<p>(2) Remind worker that they must report all first aid incidents to UBC First Aid in the event of an incident.</p> <p>(3) Review and provide training to worker for lifting overhead.</p> <p>(4) Remove any heavy items that are being stored up high.</p> <p><b>LST Comments:</b> Items 1 and 2 have been completed.</p>			
131656	C	July 10, 2023	<p><b>Mercury Thermometer Spill</b> A mercury thermometer had slipped and shattered onto the floor as it was being secured onto a lab stand on the bench top.</p> <p>The mercury spill and broken glass were cleaned up using SRS's mercury spill clean-up and procedures. A disposal request will be submitted shortly to UBC ESF via the HWIS website as per SRS's mercury waste disposal procedures.</p> <p><b>Actions and Resolutions:</b></p> <p>(1) Remove all equipment that uses mercury and place in container.</p> <p>(2) Followed mercury spill clean-up and disposal procedures.</p> <p>(3) The lab has decided to remove all mercury thermostats from circulation. The Chem Safety Officer to request to Building Operations for waste disposal instructions.</p> <p><b>LST Comments:</b></p>	MC/GB	Complete	C



**4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:**

			All corrective actions have been completed. This can be closed.			
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**4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:**

131691/131698	C		<p><b>Release of Heavy Metal and Acidic Waste</b> A bottle of waste Raney Ni in acid was not completely reacted and the glass bottle was stored in the acid cabinet (under the fume hood) for the CHBE level 2 fume hood shutdown. The glass bottle was completely sealed and built-up pressure and burst. Two employees found the spill, neutralized with base and used the spill kit to clean up the neutralized material.</p> <p><b>Additional comments from investigation:</b> The Raney nickel waste was being collected over a long period by various users. The waste was not being quenched immediately, so the users were not aware of who left the waste. In addition, the current researchers were unaware of the amount of Raney nickel included in the waste. Quenching an unknown amount of any material can be very dangerous. Also, in preparations for a scheduled fume hood shut down, the lab users decided to quench the existing Raney nickel waste. They did not have proper quench procedures available to them and they were not trained. The researchers were also unaware of the amount of Raney nickel that was inside the waste. They started to quench the unknown amount of Raney nickel two days before the shutdown. They assumed that the quench process was completed, so they closed the lid of the glass waste container and placed it in directly below the fume hood inside of the chemical storage cabinet. When the lab users arrived a couple days after. They noticed that the glass waste container, which contained the Raney nickel waste was broken with its contents spill inside the cabinet of the chemical storage cabinet. They tested the pH of the spill and neutralized it with materials from</p>			
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**4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:**

			<p>the spill kit. They used a brush and dust pan to collect the neutralized waste.</p> <p>The spill kit did not have spill procedures nor did it include pH paper.</p> <p><b>Actions and Resolutions:</b></p> <p>(1) Create a SWP detailing the proper quenching procedure for Raney Ni and include detailed spill clean-up procedures. SWP should include proper training, handling, storage, and quench procedures for Raney Ni and its disposal.</p> <ul style="list-style-type: none"><li>• Do not store Raney nickel waste for long periods of time. As soon as it is possible the waste must be properly quenched and properly disposed of. If you cannot immediately quench and dispose of the Raney nickel waste the waste must be properly labeled with the chemical name and contents, contact name, contact information, hazardous statement, and date.</li><li>• During the quenching process, remove any flammables from quenching space.</li><li>• During the quenching process, unplug/de-energize equipment next to reaction site.</li></ul> <p>(2) Purchase cut proof gloves.</p> <p>(3) Add pH paper and spill procedures to the spill kit</p> <p>(4) Provide researchers information about the lab exit protocols for when someone is leaving the lab and will not be returning.</p> <p><b>LST Comments:</b></p> <p>All corrective actions are still in progress. It was emphasized that waste disposal and training should be a part of the procedures. In addition, there are other methods to achieve hydrogenation and it was suggested to the research group to use Raney Co, which is less reactive</p>			
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**4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:**

			and much easier to handle and dispose of. It was also noted that venting caps that are available.			
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**5. REVIEW OF WORKPLACE SAFETY INSPECTIONS (including any changes to equipment, machinery or work processes that may affect the health or safety of workers)***Attach inspection checklist(s) and report(s) to these meeting minutes and use this table to record discussion and new recommendation(s)*

Item # (Use Inspection #)	Priority	Discussion/Comments/Recommendations	Assigned To	Follow up: Date Pending	Status
Sep 2018	C	Demo Lab Areas <ul style="list-style-type: none"><li>BH will oversee day-to-day processes</li><li>KM/HW cleaned-up benchtop areas on Mar 10; sorted out chemicals for disposal on Mar 16 and plan to attend for further clean-up/disposal processing on Mar 25 in the Demo Room</li><li>Jose has a TA organizing the Demo Kits<ul style="list-style-type: none"><li>Lab Tech &amp; TA working on Demo Kits</li></ul></li><li>Inspection of the demo areas have been completed. All items listed above are on hold or in progress as follow up items.</li></ul> <b>LST Comments:</b> No updates at this time.	BH/KM	On hold	IP
			KM	In Progress	IP





5. REVIEW OF WORKPLACE SAFETY INSPECTIONS (including any changes to equipment, machinery or work processes that may affect the health or safety of workers)					
Mar/Apr 2023	C	<p>Chem D &amp; E Research Spaces All designated research labs and research related office spaces within Chem D &amp; E block have been inspected in March and April 2023.</p> <ul style="list-style-type: none"><li>The items that were noted in the Lab Safety Inspections were mainly low risk items such as updating outdated signage and providing misplaced signage for chemical fridges. A couple higher risk items were also noted, including a compressed gas cylinder that was being stored on a cylinder cart and peroxide-forming chemicals were not being signed, dated or tested. The higher risk items were addressed immediately with lab visits from MC. A compressed gas cylinder holder was installed within 24 hours and training was provided to lab personnel about proper labelling, storage, and testing of peroxide-forming chemicals.</li></ul> <p><b>LST Comments:</b> 97% of the deficiencies have been completed.</p>	MC	In Progress	IP



5. REVIEW OF WORKPLACE SAFETY INSPECTIONS (including any changes to equipment, machinery or work processes that may affect the health or safety of workers)					
May 2023	C	<p>Chem B &amp; C Teaching Spaces and all of Chem's Spill Kits</p> <p>All teaching spaces within Chem B and C, and all spill kits were inspected this May, with the exception of C324 &amp; 326. C324 &amp; 326 inspections have been scheduled for June 12, 2023.</p> <ul style="list-style-type: none"> <li>All deficiencies in labs were mainly low risk. There were a couple bottles of chemicals that were not labelled properly and have been already addressed. The spill kits were missing a few items which will be replenished this month.</li> <li>It was noted that non-contaminated metal waste bins were not being used in the teaching spaces. Labs B470 &amp; 472 do use air sensitive materials. Is it required for these labs to have non-combustible metal waste bins as research spaces do? It was confirmed that it is required to have non-combustible waste bins. MC to notify technician.</li> </ul> <p><b>LST Comments:</b> All corrective actions have been completed. This item can be closed.</p>	MC	Complete	C
May 2023	C	<p>Chem Shops and Service Spaces</p> <p>Chem shops and service spaces (E214, E215, E313, D112, D124, D116, D118, D120, D128, &amp; B460) were inspected this May.</p> <ul style="list-style-type: none"> <li>The noted deficiencies included, labels/signage were missing and items were being stored on the floor.</li> </ul> <p><b>LST Comments:</b> 65-70% of the deficiencies have been completed all other items are in progress.</p>	MR	In Progress	IP

\* *GI- General Inspection*  
*LI - Lab Inspection*  
*S&SI Shops & Services Inspections*



6. EDUCATION AND TRAINING					
(General discussion, RMS Courses, external training opportunities etc. For all actionable items please list below)					
Item #	Priority	Discussion/Comments/Recommendations	Assigned To	Follow up: Date Pending	Status
N/A	E	The UBC CHEM Fire Extinguisher training for the new fall semester has been scheduled for August, September and October. Please contact <a href="mailto:safety@chem.ubc.ca">safety@chem.ubc.ca</a> to sign up.	MC	N/A	N/A

7. ONGOING BUSINESS – Status of Action Items (includes review of previous meeting minutes)					
Original Item #	Priority	Action Plan (Actions Taken/Need to be taken)	Assigned To	Follow up: Date Pending	Status
Ongoing	E	Prepare meeting minutes and to post approved minutes to UBC Chemistry Safety website and upload a copy to the FOS JOHSC site.	MC	Ongoing	N/A
2020	C	<p>Develop review process for SWPs before being posted onto Safety webpage;</p> <ul style="list-style-type: none"> <li>• SWP to have Risk Assessment information incorporated</li> <li>• Include resources about compatibility and storage of chemicals</li> <li>• The Chem LST has a student worker available this summer to help draft SWPs for the department. DG to provide a list of priority SWPs that should be drafted.</li> <li>• The student worker has drafted an SWP for handling alkyl lithium compounds, which are in the first stages of development. They will be contacting DG soon for next steps.</li> </ul> <p><b>LST Comments:</b> It was requested for the student worker to draft an SOP for needle and syringe use.</p>	DG	Ongoing	IP



7. ONGOING BUSINESS – Status of Action Items (includes review of previous meeting minutes)					
Dec 2021	C	<p>Earthquake Securing straps for large Dewars; and, Lab installations for Compressed Gas Cylinder tie-downs</p> <ul style="list-style-type: none"><li>• TM advised that Bldg E completed as at Sept 15/22;</li><li>• Due to new equipment installation in C224 they will be installing the straps there next; and</li><li>• TM is reviewing Bldg D – Knuckle compile list and that will be next</li><li>• A proposal for securing compressed gas cylinders for D240 has been established. If approved, the upgrades will occur by the end of February.</li><li>• Parts have been ordered for the items remaining in Chem D's knuckle.</li><li>• Buildings Chem B and E have been completed.</li><li>• The outstanding items for Chem D's knuckle are now completed, which completes the Chem D building. Chem C224 is in progress. The next steps are to start working on Chem A.</li><li>• Buildings Chem C and D have been completed. Inspections of Chem A have begun and are currently in progress.</li></ul> <p><b>LST Comments:</b> In progress.</p>	MR	In Progress	IP
Feb 2021	C	<p>LN2 Safety Training – TM working on setting this up as an actual course with a quiz and certificate</p> <ul style="list-style-type: none"><li>• TM is working on the processes required for this course</li></ul> <p><b>LST Comments:</b> This item has been referred forward.</p>	MR	Referred Forward	RF



Nov 9, 2022	C	<p>Two staff raised concerns regarding the use of dichloromethane (DCM) in the open lab. One experiment in first year and two experiments (3 lab sessions) in 2nd year.</p> <ul style="list-style-type: none"><li>• First year labs have been moved off of the bench and into the fume hoods going forward.</li><li>• Air changeovers were discussed for each lab. Preliminary calculations were also presented. MC to request for SRS to double check the proposed calculations.</li><li>• MC and KM to discuss this concern with the course lab director to see what changes can be made to the experiments that use DCM outside of the fume hood.</li><li>• We are discussing all of the available options with teaching faculty and staff.</li><li>• The CHEM LST, has discussed, reviewed and considered best practices of the DCM exposure concerns. This has also been discussed with the Head. Going forward, the Chemistry teaching labs will no longer be permitted to use DCM on the bench top. If possible, experiments should be moved into a fume hood. If one must use DCM on the bench top the vessel must be capped or closed at all times. With the help of the course instructors, we are identifying which labs have been affected. In this process, we are also identifying what other chemicals are being used on the bench top and will be helping with risk assessments.</li><li>• In addition to the evaluation of the use of halogenated solvents on the bench top, the Chem LST has been asked to evaluate diethyl ether, ethyl acetate, acetone and toluene use. The Chem LST with help of teaching faculty and staff are reviewing each of the specific labs and providing assistance with risk assessments to reduce exposure.</li><li>• For one of the experiments the 3<sup>rd</sup> and 4<sup>th</sup> year analytical labs have stopped using chloroform on the bench top and have switch to DCM. The amount of DCM used is in trace amounts and is below the allowable limit. In addition, the Mass Spectrometry (MS) experiment does use halogenated reagents in a trace amount, which is loaded in a fume hood and then transferred into the MS directly. Also, please note this item was discussed at the faculty meeting on March 23, 2023. Updates on halogenated solvents were discussed.</li></ul>	KM/MC/ DG/BH	In Progress	IP
29   Page					



7. ONGOING BUSINESS – Status of Action Items (includes review of previous meeting minutes)					
		Lab Safety Concerns – Continued			
		<p><b>LST Comments:</b> Using halogenated solvents on the bench top is not acceptable. Due to the limited number of fume hoods in the teaching facilities modifications have been made for lab experiments to continue. In particular, adjustments to the second-year organic labs have been made to ensure that there are no halogenated solvents being used on the bench top, unless they are closed/capped.</p>			

8. NEW & OTHER BUSINESS					
<ul style="list-style-type: none"> <li>General discussion items (list actionable items below)</li> </ul>					
Item #	Priority	Discussion and/or Action Items	Assigned To	Date to be Completed	Status
July 2023	C	<p><b>PPE Requirements in Chem Stores</b> It was confirmed through UBC SRS that there are no regulatory requirements for wearing PPE in Chem Stores for shopping. Depending on the task being done, staff are required to wear basic PPE and any additional PPE as required.</p> <p>Although there are no regulatory requirements for PPE to be worn in Chem Stores while shopping. It is recommended that at minimum everyone should wear safety glasses (new suggestion), lab coat (new suggestion), long pants and fully foot encompassing liquid-resistant shoes, especially in areas where solvents/chemicals are located (Solvent Shed &amp; Chemical Room).</p> <p>The existing requirement of Safe Transport of Hazardous Materials at a minimum requires individuals to wear eye protection, long pants, and closed-toed shoes during transport of hazardous materials.</p> <p>DG to discuss this at next faculty meeting.</p> <p><b>LST Comments:</b></p>	N/A	N/A	IP



8. NEW & OTHER BUSINESS					
		<p>It was discussed that while shopping in Chem Stores, customers should wear safety glasses, a lab coat, long pants and fully foot encompassing liquid-resistant shoes. However, this request could be hard for staff to enforce since a lot of customers do not come to buy hazardous materials. Instead, some customers come to buy gloves or pick up non-hazardous items. In addition, there are common areas of Chem Stores where individuals transporting hazardous materials would be in very close proximity to other individuals (staff, visitors, other customers, etc.). In these cases, it would be recommended that everyone should wear all the suggested PPE, rather than trying to decipher if an individual has come to pick up a hazardous material or not. Also, in the event of a hazardous spill or incident, individuals would have a barrier of protection.</p> <p>This item is in progress.</p>			
May 2023	E	<p><b>Preventative Maintenance – Fume Hood Sash/Cable Audit</b> A mandatory fume hood sash/cable audit is currently being done by Building Operations (BO). The audit started at the beginning of May and will be continuing until the end of the summer. A level 1 shut down is required for the audit. If BOs find any deficiencies during their audit, they will contact us at a later time, and provide us with further instructions. The audits for buildings A, D and E have started and are in progress.</p> <p><b>LST Comments:</b> Buildings D and E have been completed. Building A audits have been scheduled and are in progress. Repairs to replace cables in one of the fume hoods in Chem/Phys are in progress.</p>	MC	N/A	IP
N/A	E	<p><b>CHEM LST Member Updates and Concerns</b> Are there any safety concerns or updates that were not discussed?</p> <p><b>LST Comments:</b> <b>DG</b> – Nothing to report <b>MC</b> – Nothing to report <b>KM</b> – Nothing to report <b>MR</b> – Nothing to report</p>	N/A	N/A	N/A



8. NEW & OTHER BUSINESS					
		<p><b>KB</b> – Tabled  <b>GB</b> – Tabled  <b>BH</b> – Nothing to report  <b>TC</b> – Tabled  <b>PD</b> – Nothing to report  <b>CZ</b> – Nothing to report  <b>JH</b> – Nothing to report</p> <p><b>RW</b> – There was an incident on campus where an individual was calling for help for over 8 minutes. Unfortunately, the other individuals in the lab could not hear the call for help because they were wearing headphones/earbuds that restricted them for hearing anything else. The individual was very distressed at the time. At UBC Chem, depending on the supervisor, there are both the “no earbud/headphones policy” or the “only one earbud policy”. Wearing headphones or both earbuds at a time are not allowed. The Chem LST will review this policy. DG to discuss this at the next faculty meeting.</p> <p>There have been delays in CAIRS reporting across campus due to individuals not knowing who their direct supervisor is. As a reminder individuals should know who their direct supervisor is. At UBC Chem, if a supervisor is away an “interim supervisor” is appointed. Currently, if faculty are away, they are required to notify to the Head of the Department with the dates they will not be available. We currently have delegates who will step in if the supervisor is not available to help with the CAIRS investigation and report.</p>			
July 2023	E	<p><b>SRS Updates</b></p> <p><b>Recommended items to discuss at JOHSC/LST Meeting</b></p> <p><b>Safety Day Agenda and Registration</b>  The Safety Day Agenda has been finalized and attached. Registration is filling up fast, with over half of our spots taken, so <a href="#">register now</a> to ensure you don't miss Safety Day on October 3<sup>rd</sup>, 2023! All the information about the day can be found on the <a href="#">website</a>.</p>	SRS Updates	N/A	N/A



**8. NEW & OTHER BUSINESS****Safety Day Awards**

Don't forget, the deadline to submit Safety Day Awards nominations is coming up! Two JOHSCs and two LSTs will have the opportunity to win the "Safety Achievement Award." If you believe your JOHSC/LST deserves recognition, please nominate them to win! To submit your nomination, click [here](#). The deadline for submissions is Friday, July 14.

**Asbestos Awareness Course Launch**

A new SRS created "Asbestos Awareness" course is now online. This course was developed to enhance knowledge about asbestos and its management program on the Point Grey Campus. The **Asbestos Awareness** course is available through the [WPL](#) platform and further information about the Asbestos Management Program is available on the [SRS Website](#).

**Active Wellbeing Toolkit**

Are you interested in fostering a team culture that prioritizes health and wellbeing while enhancing workplace engagement and productivity? UBC's new Activate Wellbeing Toolkit will help you identify actionable and measurable steps to integrate health and wellbeing into your unit and portfolio strategic planning, contributing to healthier work and learning environments. Learn more at <https://wellbeing.ubc.ca/awt>.

**Informational Items****LST Training**

New dates have been released for LST training. You can register [here](#).

<b>LST Training</b>	
<b>Part 2a</b>	<b>Part 2b</b>
August 16th 11:00am – 12:30pm	August 18th 1:00pm – 2:30pm



8. NEW & OTHER BUSINESS					
		TBD	TBD		
		<p><a href="#">WorkSafeBC Inspection Reports (IR)</a></p> <p>There were five WorkSafeBC Inspection Reports received since the last co-chair email. As always, the “WSBC IR Summary” attachment provides a brief summary for the inspection report and some discussion points to consider.</p> <p><a href="#">1)MAY 29, 2023 – IR# 202316973056A</a></p> <p>Description:</p> <ul style="list-style-type: none"> <li>On May 29, 2023, a WorkSafeBC prevention officer went to the workplace to perform an inspection. The officer met with an employer representative (the employer) and a worker to review matters of compliance with the Workers Compensation Act (WCA) and the Occupational Health and Safety Regulation (the Regulation).</li> <li>There were two (2) orders issued to the University:</li> <li>Order #1: The employer has failed to ensure that a tool, machine or piece of equipment in the workplace is selected, used and operated in accordance with the manufacturer's instructions. Specifically, the emergency mechanism on the door for a freezer did not open when the employer and the officer tried to activate it.</li> <li>Order #2: Upon review of the employer's safety data sheets (SDS), a supplier SDS for more than five hazardous products were 3 years old, and the employer has not obtained from the supplier an up-to-date supplier SDS in respect to each hazardous product in the workplace.</li> </ul> <p>JOHSC/LST General Learnings/Discussion Points:</p> <ul style="list-style-type: none"> <li>The employer is required to identify and assess workplace hazards and risks by asking workers/supervisors what specific job-related safety concerns they have, collecting and reviewing information such as manufacturer instructions or previous incident investigation documents, and inspecting the workplace with a focus on observing job function tasks/processes.</li> </ul>			



8. NEW & OTHER BUSINESS				
		<ul style="list-style-type: none"><li>The employer must ensure that each tool, machine, and piece of equipment in the workplace is capable of safely performing the functions for which it is used and is selected, used, and operated in accordance with the manufacturer's instructions, if available. The unit brought in a contractor to review the freezer door and replaced the latch despite being unable to replicate the malfunction. The unit confirmed their biannual preventative maintenance program is still in place and the freezer door was last inspected in May 2023.</li><li>SDSs provide important information about the properties of these products, including physical and chemical properties, health hazards, safe handling and storage procedures, emergency procedures, and disposal considerations. Outdated SDSs may not reflect current knowledge about the product, potentially leading to inadequate or incorrect safety measures. SDSs should be regularly reviewed and updated to ensure the safety of all workers. The unit updated the SDS package and is working on a digital platform to manage their chemical inventory going forward.</li></ul> <p>2) <a href="#">MAY 31, 2023 – NOC# 202316973056A</a></p> <p>Description:</p> <ul style="list-style-type: none"><li>On May 31, 2023, The University of British Columbia received a Notice of Compliance Report (NOC) from WorkSafeBC, referencing Inspection Report #202316973056A. Please see above for the inspection report summary.</li><li>The university is required to provide a report explaining the actions taken or planned to comply with the orders cited in the inspection report.</li></ul> <p>JOHSC/LST General Learnings/Discussion Points:</p> <ul style="list-style-type: none"><li>The NOC must be completed in full and submitted by the due date specified to the prevention officer identified in the instructions. Failure to comply may result in enforcement action.</li></ul> <p>3) <a href="#">JUNE 1, 2023 – IR# 202316973059A</a></p> <p>Description:</p>		



8. NEW & OTHER BUSINESS				
		<ul style="list-style-type: none"><li>On June 1, 2023, a worker fainted and subsequently hit their head. It was undetermined if the worker lost consciousness as a result.</li><li>First aid services attended the scene, and the worker was transported by first responders to a nearby hospital.</li><li>There were zero (0) orders issued to the University.</li></ul> <p>JOHSC/LST General Learnings/Discussion Points:</p> <ul style="list-style-type: none"><li>As a reminder, an incident believed to have resulted in a serious injury, such as life-threatening conditions, as well as incidents that had the potential for causing serious injury (near miss) must be reported to Campus Security at 604-822-2222 as part of the incident response following the necessary emergency responses.</li><li>Information regarding what to do in the event of a serious incidents or possible serious incident can be found on the <a href="#">SRS Website</a>.</li><li>Encourage everyone to report incidents and near misses into <a href="#">CAIRS</a> within 48 hours of the occurrence so that a preliminary investigation can be completed within 48 hours as required by <a href="#">section 71 of the Workers Compensation Act</a></li><li>Reminder that incident investigations must be completed within 30 days, with description, unsafe conditions, contributors, causes, corrective actions, and worker rep participation.</li></ul> <p><a href="#">4) JUNE 2, 2023 – IR# 202318447069A</a></p> <p>Description:</p> <ul style="list-style-type: none"><li>This Inspection Report documents the receipt and acceptance of the employer's full Incident Investigation Report (EIIR), relating to an incident which occurred on April 27, 2023 when a worker fell into the access opening for a storm sump located outside the building.</li><li>There were zero (0) orders issued to the University.</li></ul> <p>JOHSC/LST General Learnings/Discussion Points:</p> <ul style="list-style-type: none"><li>Reminder that incident investigations must be completed within 30 days, with description, unsafe conditions, contributors, causes, corrective actions, and worker rep participation.</li></ul>		



8. NEW & OTHER BUSINESS					
		<p>5) JUNE 15, 2023 – IR# 202316973074A</p> <p>Description:</p> <ul style="list-style-type: none"><li>• This Inspection Report documents the receipt and acceptance of the employer's full Incident Investigation Report (EIIR), relating to an incident which occurred on June 13, 2023.</li><li>• The incident involved a worker (practicum student) who fainted and struck their head.</li><li>• First aid services responded, and the worker was transported to the site's emergency department for assessment.</li><li>• There was one order issued to the University which states the employer must immediately notify the board of the occurrence of any accident that resulted in serious injury to or death of a worker.</li><li>• The order has since been closed.</li></ul> <p>JOHSC/LST General Learnings/Discussion Points:</p> <ul style="list-style-type: none"><li>• As a reminder, an incident believed to have resulted in a serious injury, such as life-threatening conditions, as well as incidents that had the potential for causing serious injury (near miss) must be reported to Campus Security at 604-822-2222 as part of the incident response following the necessary emergency responses.</li><li>• Information regarding what to do in the event of a serious incidents or possible serious incident can be found on the <a href="#">SRS Website</a>.</li><li>• Students are an active part of our worksite. Review the student safety resources available on the <a href="#">SRS website</a>.</li><li>• Reminder that incident investigations must be completed within 30 days, with description, unsafe conditions, contributors, causes, corrective actions, and worker rep participation</li></ul>			

**9. NEXT MEETING**

Date:	Aug 17th, 2023
Time:	11:00 am
Location:	Online Zoom Meeting

**10. MEETING ADJOURNED**

Time:	12:31 pm
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**LEGEND**

PRIORITY:		STATUS:	
<b>A</b>	<b>High Risk, Immediate Response within 1-2 days:</b> Potential for causing loss of life, body part and/or extensive loss of structure, equipment or material.	<b>N</b>	New
<b>B</b>	<b>Moderate Risk, response as soon as possible within 1 week:</b> Potential for causing a serious injury, illness or property damage.	<b>R</b>	Repeat
<b>C</b>	<b>Low Risk, response as soon as possible; Next regular inspection or further investigation required:</b> Probable potential for causing a non-disabling injury or non-disruptive property damage.	<b>C</b>	Complete
<b>D</b>	Reminders	<b>IP</b>	In Progress
<b>E</b>	Information	<b>RF</b>	Referred forward

Send a copy of the meeting minutes to the JOHSC. Highlight important items that must be reviewed/discussed at next JOHSC meeting.

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

- All LST members
- Appropriate JOHSC