



## Chemistry Local Safety Team Meeting Minutes **APPROVED**

Name of Team: Chemistry Local Safety Team

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

Date: July 18, 2024

Time: 11:01 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 checked="" type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patrick Dever (last meeting)	Chemistry – Shops and Services Tech	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Jeremy Sedgwick	Chemistry – Shops and Services Tech	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" 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"/>
Glenn Sammis	FOS JOHSC & University Chemical Safety Committee	<input type="checkbox"/>	<input checked="" 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?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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## 3. ADDITIONAL AGENDA ITEMS & APPROVAL OF AGENDA

Is the agenda adopted?	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	<b>CHEM Glass Waste</b> Previous discussions and notes can be found at <a href="https://chem.ubc.ca/safety/chemlst">https://chem.ubc.ca/safety/chemlst</a> within the January 18, 2024 CHEM LST minutes.	DG/MC	In Progress	IP



4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:						
			<p>UBC Waste Management Services is in agreement with the department to allow for the metal glass waste pails to be labelled with spray paint. Labelling the pails will help UBC Waste Management workers to identify and deliver the marked "UBC CHEM" metal pails to CHEM. Several of the metal pails have already been labelled and is still in progress.</p> <p>Mar 2024 - It was noted that the CHEM LST has had a lack of support from UBC Waste Management Services. This item has been flagged to be discussed at the FOS JOHSC.</p> <p><b>LST Comments:</b> No updates at this time.</p>			
132248	C	Oct 20, 2023	<p><b>Cut with Broken Mercury Thermometer</b></p> <p>A student was removing a thermometer from a still-head adaptor. The student said it was tight, pulled hard, and broke the thermometer, cutting the student's index finger in the process. The affected area was washed immediately and UBC First Aid was called. It is unknown whether the mercury had contact with the skin or area that was cut. Campus security responded to the first aid call around 10:50am, and escorted the student to the hospital to get tested for heavy metal poisoning, and to see if the wound needs further attention (it has stopped bleeding by the time campus security arrived). There was a drop of mercury, which spilled out of the broken thermometer. The spill was cleaned up immediately.</p> <p>During the investigation it was noted that the thermometer should be removed from the distillation apparatus once it has cooled. When removing the thermometer from the apparatus while it is warm, the thermometers have a tendency of getting stuck at the position of the ground glass joint.</p> <p><b>Actions and Resolutions:</b></p>	MC/CZ/DG	In Progress	IP

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

			<p>(1) Lab instructor to check if lab manual has instructions to indicate if the distillation apparatus and thermometer should be cooled before dismantling it.</p> <p>(2) Lab instructor to remind students not to use excessive force when handling glassware</p> <p>(3) Staff to check if alcohol thermometers can effectively replace the mercury thermometers being used in the lab.</p> <p>(4) Provide mercury spill cleanup procedures to lab instructor and lab technician.</p> <p>(5) Print and place mercury spill cleanup procedures into the existing mercury spill kits. Label the spill kit with appropriate signage</p> <p>(6) Properly dispose of brush that may have been contaminated with mercury.</p> <p>(7) Identify the joint of the distillation apparatus and check to see if any further recommendations are required (ie. Use of grease).</p> <ul style="list-style-type: none"><li>• It has been suggested to the instructor to update the lab manual with a note to not use excessive force and to wait for the apparatus to cool down before dismantling the distillation apparatus.</li><li>• It was discussed that if the joints of the still head and the thermometer are ground glass, it is recommended to use grease or a Teflon sleeve. Generally, if ground glass joints are heated without grease or a Teflon sleeve, they may fuse together. MC and DG to further investigate.</li><li>• Corrective actions items 1 through 6 have been completed. Item 7 is in progress. The CHEM LST will be working with lab directors to recommend greasing the ground glass joints.</li></ul> <p><b>LST Comments:</b> No updates at this time.</p>			
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4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:						
134557/134569	C	June 6, 2024	<p><b>Acetone Fire</b> Acetone from the Dewar flask bubbled over when more dry ice was added to the acetone. This bubbled onto a standard temp block set at 95 deg Celsius. This then caught fire and a worksheet and paper towel that were nearby, and which had absorbed the acetone also caught fire.</p> <p>Another student noticed the fire and informed everyone in the lab and told everyone to evacuate. The student who had loaded the dry ice into the acetone bath along with the second student who had noticed the fire extinguished the fire with the 2.5 lbs. ABC powder fire extinguisher. This use of extinguisher successfully put out the fire. After the fire was successfully extinguished, the students then unplugged all the electronics and opened the window before evacuating the personnel into the hallway. Since the fire was extinguished, the fire alarm was not activated. Students called the Chem Safety Officer, who told us to report the incident to Campus Security. Then they called Campus Security to report the incident and the other colleagues called the principal investigator. No one was injured.</p> <p><b>Actions and Resolutions:</b> (1) We're investigating the cause of a possible arc and we've relocated the temp block equipment away from the vicinity of the acetone Dewar. (2) Incident will be discussed with the group and all members of the group will be asked to assess if their work spaces and materials are at risk of brining flammables in contact with heat sources or other electrical equipment that has the potential for arcing. (3) Assess emergency egress for A352.</p>	MC/JH	In Progress	IP



4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:						
			<p>(4) Safety staff to send an email to request PI to remind everyone to keep the windows closed at all times.</p> <p><b>LST Comments:</b> In progress. Items 1, 2 and 3 have been completed.</p>			
134743/134739	C	July 11, 2024	<p><b>Contact with Hydrogen Peroxide</b> On July 8, 2024, a visiting non-paid PhD student in my group, was conducting an experiment with five different commercially available essential oils. They transferred the oils into Eppendorf vials and wrapped them in a brown paper towel. They placed the wrapped vials into a beaker, which they then stored in the refrigerator overnight. On the morning of July 9, 2024, they retrieved the beaker from the refrigerator and brought it to the gas chromatography (GC) lab. Upon touching the beaker/ brown paper towel, experienced skin irritation on their left thumb, which turned white. They washed their left hand thoroughly with soap and water multiple times, and the skin irritation and white discoloration disappeared. Later, upon inspecting the refrigerator, they found a bottle of hydrogen peroxide on the shelf above where the beaker was stored. The bottle was leaking, and they observed spilled liquid on the shelf where they had stored my beaker. This indicates that the beaker was in contact with the spilled 30% solution of hydrogen peroxide, which likely caused the skin irritation when they touched it.</p> <p>Immediate Actions Taken: They immediately washed their left hand thoroughly with soap and water multiple times for 30 mins, the skin irritation and the white discoloration on the thumb disappeared after washing. The leaky hydrogen peroxide bottle from refrigerator has been removed and disposed and refrigerator has been inspected for additional spills and/or leaks. Spilled hydrogen peroxide</p>	MC/CZ	IP	In Progress

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

			<p>was cleaned using appropriate safety protocols. SOP for manipulating samples in the fridge has been updated. UBC first aid was called and consulted.</p> <p><b>Root cause:</b> Procedures not followed. 30% hydrogen peroxide bottle was incorrectly stored and the student was not wearing gloves.</p> <p><b>Actions and Resolutions:</b></p> <ol style="list-style-type: none"><li>(1) Remind group to always use gloves and PPE when manipulating anything from the fridge (including snow samples).</li><li>(2) Remind everyone that hydrogen peroxide (H<sub>2</sub>O<sub>2</sub>) should only be stored in the original bottle and to label all chemicals appropriately.</li><li>(3) Remind everyone H<sub>2</sub>O<sub>2</sub> plastic bottles should be on located on the bottom shelves.</li><li>(4) Notify everyone that they should never use paper towel in the chemical fridge which can absorb fumes and or other chemicals.</li><li>(5) Remind visiting student that PPE is required at all times when working in the lab. For this task the required PPE is safety glasses, lab coat, closed-toed shoes, gloves, and long pants.</li><li>(6) Send PI emergency response procedures and emphasize that UBC First Aid must be called for all incidents.</li><li>(7) Update procedures and post on the fridge.</li><li>(8) Secondary containment is recommended for hydrogen peroxide storage. MC staff to notify PI.</li><li>(9) Notify PI that hydrogen peroxide can degrade if not stored in the fridge. In addition, request for PI to confirm if the bottle is labelled appropriately.</li></ol>			
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4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:						
			<b>LST Comments:</b> In progress. Items 1 to 7 have been completed.			
134768/134764 134784/134786	C	July 11, 2024	<b>THF Splash</b>  A Ph.D. student was demonstrating the use of our solvent purification system (SPS) to a new postdoctoral researcher. The individuals were following step-by-step written procedures that were posted and available on the SPS. The individual involved was wearing long pants, closed-toed shoes, safety glasses, and nitrile gloves. When attempting to dispense tetrahydrofuran into a Straus flask, the system over pressurized and sprayed solvent (approx. 100 mL) on the floor and onto the researchers, including some on their faces. The solvent did not get into their eyes. We suspect that this occurred due to the unusually hot weather in Vancouver and the lack of air conditioning in the Chemistry building, causing higher than normal pressure in the system. The researchers then used the eyewash station to flush their eyes and skin, as indicated in the SDS, but there was no injury. The student contacted their supervisor (myself) and UBC Chemistry safety to report the incident.  UBC First Aid was contacted the next day.  <b>Actions and Resolutions:</b> (1) It is recommended to wear a face shield when dispensing solvents from the SPS when the temperature is high. Add this requirement to the existing procedures and train all workers and students of the additional PPE requirement. (2) Send emergency response procedures to PI and highlight that UBC First Aid must be called in the event of chemical exposure.	MC/CZ/JH	IP	In progress



4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:						
			<p>(3) Request for PI to remind students and workers that the minimum requirement to enter a CHEM lab is to wear a lab coat, long pants, closed-toed shoes, safety glasses, and nitrile gloves. In this incident a lab coat was not worn. The student was aware of the requirement but did not wear it at the time.</p> <p>(4) It is recommended to check the flow rate of the nitrogen is at the correct setting.</p> <p>(5) It is recommended to check if appropriate vacuum pressure is being achieved.</p> <p>(6) It is recommended to change the oil of the vacuum pump at minimum once a month.</p> <p><b>LST Comments:</b> In Progress. Items 1 and 2 have been completed. The investigation is still in progress.</p>			
134771/134769	C	July 12, 2024	<p><b>Cart Struck Against NMR Magnet</b> A worker was asked by another staff member to place ice cream (for department event) into a freezer located inside the NMR lab. The ice cream was brought to the lab using a borrowed cart from CHEM Stores, which contained materials with magnetic properties.</p> <p>A technician was using a cart around the magnet area (500MHz NMR magnet) without realizing there are some magnetic parts in the cart. The cart was pulled to the bottom of the magnet by the force of magnetic attraction. Our engineers have helped to detach the cart from the magnet afterwards. The cart hit the probe, shim stack and BST. We do not know if there are any damages yet. What we do know is one cable is damaged.</p> <p>I was using a cart (metallic, mostly aluminum but some iron probably) to transfer some items in a freezer located on the</p>	MR/MC/ JS/KM	IP	In Progress

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

		<p>southeastern corner of the lab. The cart was placed at around 0.5-1 meter away from the spectrometer when I left it to retrieve the items from the freezer. While emptying the freezer I noticed the cart slowly glide toward the spectrometer and accelerated and eventually flew up and got stuck to the bottom of the instrument, near the probe, due to the strong magnetic field. I panicked for a moment and tried to dislodge the cart myself, but did not succeed. I then went to the mechanical shop to ask for the help of a colleague there, and two colleagues arrived and inspected the situation, pointing out that a cord was partially damaged by the pressure between the cart and the probe. They were hesitant to dislodge the cart since they did not wish to damage the magnet and spectrometer further. I texted my manager who was working remotely, and they got in contact with two other colleagues in electronic shop who collaborate with us often. the colleagues from electronic shop arrived and spoke to my manager on the phone, and they decided the damage of spectrometer was probably not the most severe, given the magnet did not quench upon the collision. They decided that they would try to dislodge the cart carefully with some aluminum bars which do not attract to magnets.</p> <p><b>Root cause:</b> Procedures not followed; magnetic materials were used in the vicinity of an unshielded 500MHz NMR.</p> <p><b>Actions and Resolutions:</b></p> <p>(1) Provide non-magnetic cart available to the NMR labs and train all workers that magnetic carts cannot be used inside the Gauss exclusion zone.</p> <p>(2) Review and/or provide working alone procedures.</p>			
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**4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:**

			<p>(3) Review safety rules and emergency response for the NMR lab, with respect to magnet safety and emergency response for magnet quenches. Once procedures have been updated, train and provide procedures to everyone, including staff who service the NMR.</p> <p>(4) Remind all workers that chemical freezers and chemical fridge cannot be used for food storage, and to post “no food and/or drink storage” signage to freezer. It is also required to identify what type of hazardous materials (flammables, non-flammables, etc.) are being stored in the freezer, so please label appropriately.</p> <p>(5) Remind everyone that at minimum safety glasses, closed-toed shoes, and long pants are required when entering the NMR lab.</p> <p>(6) Audit existing equipment (step stools) and tools located in the NMR lab to ensure they contain NO magnetic materials/properties.</p> <p>(7) Remind and train workers not to stand on chairs and not to use chairs as step stools. Please provide an appropriate step stool for all workers.</p> <p>(8) All of the corrective actions above should be added to the NMR safety rules.</p> <p>(9) Safety staff to remind staff that all near misses must be reported to <a href="http://www.cairs.ubc.ca">www.cairs.ubc.ca</a>.</p> <p><b>LST Comments:</b> In Progress.</p>			
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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)*



5. 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	Discussion/Comments/Recommendations	Assigned To	Follow up: Date Pending	Status
Sep 2018	C	<p><b>Demo Lab Areas</b></p> <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> <p><b>LST Comments:</b> In progress.</p>	BH/KM  KM	On hold  In Progress	IP  IP
Feb 2024		<p><b>CHEM Shops &amp; Services</b></p> <p>The remaining shops (CHEM D116/118) and services (CHEM D315) areas were recently inspected in February. Only one deficiency was noted. Mar 2024: No updates Apr 2024: No updates</p> <p><b>LST Comments:</b> Chemical inventory is in progress.</p>	MR/TC	In Progress	IP
May 2024		<p><b>CHEM A Research Labs</b></p> <p>Many of the research labs in CHEM A were inspected in May.</p> <p><b>LST Comments:</b> In progress.</p>	MC	In Progress	IP
June/July 2024		<p><b>CHEM D &amp; E Research Labs</b></p> <p>All of the research labs in CHEM D &amp; E were inspected in June and July.</p> <p><b>LST Comments:</b> In progress.</p>	MC	In Progress	IP

\* GI- General Inspection

LI - Lab Inspection



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	<b>UBC CHEM Fire Extinguisher Training</b> 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
E	E	<b>CHEM LST Safety Minutes</b> Prepare meeting minutes, post approved minutes to the Chemistry website, and upload a copy to the FOS JOHSC SharePoint site.	MC	Ongoing	N/A
2020	C	<b>Development of Departmental SWPs</b> <a href="https://chem.ubc.ca/safety/chemlst">Previous discussions and notes can be found at https://chem.ubc.ca/safety/chemlst</a> within the January 18, 2024 CHEM LST minutes. <b>LST Comments:</b> Referred Forward.	DG	Referred Forward	N/A



7. ONGOING BUSINESS – Status of Action Items (includes review of previous meeting minutes)					
Dec 2021	C	<p><b>Earthquake Securing Straps for Large Dewars and Compressed Gas Cylinders</b>            Previous discussions and notes can be found at <a href="https://chem.ubc.ca/safety/chemlst">https://chem.ubc.ca/safety/chemlst</a> within the January 18, 2024 CHEM LST minutes.</p> <ul style="list-style-type: none"> <li>Nov 2023 Update - The scope of the project has been re-defined and is in progress. The Mech Shop will continue to work with Building Operations to complete this project.</li> <li>Feb 2024 Update - Proposal was drafted for CHEM C, and was sent to Building Operations as a service request for carpenters.</li> <li>March 2024 Update – In progress.</li> <li>April 2024 Update – CHEM C upgrades have been completed.</li> <li>May 2024 Update - A four-cylinder rack was missed during the upgrades. However, it has since been identified and is on a list to be secured.</li> </ul> <p><b>LST Comments:</b>            Carpenters have been scheduled secure equipment and compressed gas cylinders in CHEM A224, A220, &amp; A216 during the last week of July.</p>	MR/KM	In Progress	IP
Feb 2021	C	<p><b>Dispensing LN2 Safely - Training</b>            It would be useful to have an informational course and quiz available to the department as a training tool for dispensing liquid nitrogen.</p> <p><b>LST Comments:</b> This item has been referred forward.</p>	MR	Referred Forward	RF

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
N/A	E	<p><b>CHEM LST Member Updates and Concerns – Round Table</b>            Are there any safety concerns or updates that were not discussed?</p> <p><b>LST Comments:</b>            Rich – A reminder to wear all required PPE when entering the labs.</p>	N/A	N/A	N/A



8. NEW & OTHER BUSINESS					
		<p><b>Monica – The CHEM LST and the Faculty of Science JOHSC will be meeting with the Building Operations JOHSC to discuss improving everyone’s awareness of the minimum PPE required in various labs on campus, but especially in CHEM.</b></p>			
N/A	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 16<sup>th</sup>, 2024! All the information about the day can be found on the <a href="#">website</a>.</p> <p><b>Safety Day Awards</b> 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 <a href="#">here</a>. The deadline for submissions is Friday, July 19<sup>th</sup>, 2024.</p> <p><b>Heat Stress Exposure Control Plan (ECP) Feedback</b> The July 15<sup>th</sup>, 2024 deadline for the Heat Stress Exposure Control Plan (ECP) feedback survey is fast approaching. Your input is essential in shaping the Heat Stress ECP. To provide your feedback, please complete this <a href="#">Qualtrics survey</a>. The Heat Stress ECP can be found using the link on the first page of the survey.</p> <p><b>Weather and Thermal Stress Safety</b> UBC has taken steps to plan for extreme heat events. Given the high temperatures, we wanted to provide some resources and information to help you and your loved ones stay cool and safe.</p>	N/A	N/A	N/A



8. NEW & OTHER BUSINESS				
		<p>The following air-conditioned UBC buildings are open to the public:</p> <ul style="list-style-type: none"><li>• <a href="#">Irving K. Barber Learning Centre</a> (Monday-Sunday, 6:00 a.m. to 12:00 a.m.)</li><li>• <a href="#">Koerner Library</a> (Monday-Thursday, 7:30 a.m. to 8:00 p.m.; Friday, 7:30 a.m. to 5:00 p.m.; Saturday and Sunday, closed)</li></ul> <p>Visit the <a href="#">Weather and Thermal Stress Safety page</a> for the most updated information about UBC's on-campus cooling centres.</p> <p><b>Informational Items</b></p> <p><b>LST Training</b> You can register LST training <a href="#">here</a>.</p> <p><b>WorkSafeBC Inspection Reports (IR)</b> There were three inspection reports received this month.</p> <p>1) JUNE 7, 2024 – IR #202417748070A <b>Description:</b> On June 5<sup>th</sup>, a WorkSafeBC officer conducted an inspection at the In-Vessel Composting Facility following a workplace incident involving exposure to sodium hydroxide, a hazardous substance.</p> <ul style="list-style-type: none"><li>• The preliminary investigation has been completed and submitted to WorkSafeBC. The full investigation report is due within 30 days of the incident.</li><li>• There was one order issued to the University.</li><li>• Order #1 - Exposure to Hazardous Substance: An order was issued under section 5.2 of the Occupational Health &amp; Safety Regulation (OHSR), it states: "If a worker is or may be exposed to a chemical agent, or biological agent designated as a hazardous substance in section 5.1.1, which could cause an adverse health effect, the employer must ensure</li></ul>		

**8. NEW & OTHER BUSINESS**

that (a) the identity of the chemical agent or biological agent, its possible effects on worker health and safety and any precautions required to protect the health and safety of the worker are clearly indicated by labels, SDSs, or other similar means, (b) the information required by paragraph (a) is clearly communicated to the worker, (c) written procedures are prepared and implemented to eliminate or minimize a risk of exposure to a chemical agent or biological agent by any route that could cause an adverse health effect, and to address emergency and cleanup procedures in the event of a spill or release of a chemical agent or biological agent, and (d) the supervisor and the worker are trained in and follow the measures required in this Part and Part 6 of this Regulation for the safe handling, use, storage and disposal of the chemical agent or biological agent, including emergency and spill cleanup procedures.”

JOHSC/LST General Learnings/Discussion Points:

- Employers must establish and maintain a process that ensures all workers are adequately informed, trained, and supervised regarding the risks associated with hazardous substances. This includes providing clear information about the substances they might encounter, documented training on safe handling practices, and continuous supervision to ensure compliance with safety protocols.
- Maintaining a comprehensive chemical inventory is essential for ensuring workplace safety. This inventory should include detailed information about each chemical used or stored in the workplace, including its identity, associated risks, and safety data sheets (SDSs). Workers should have easy access to this information to understand the hazards they may encounter and the precautions they need to take.
- All products, substances, wastes and by products that are dangerous to the environment or to human beings and are no longer of use must be disposed of safely and in a timely manner. It is important to know what and how much waste will be generated and how to dispose of it in advance of doing the work.



8. NEW & OTHER BUSINESS				
		<ul style="list-style-type: none"><li>Refer to <a href="#">Hazardous Waste Management</a> for information about chemical waste disposal</li></ul> <p>(2) JUNE 21, 2024 – IR 202416973059A</p> <p><b>Description:</b> On June 21<sup>st</sup>, a WorkSafeBC officer attended the Hector J. MacLeod Building due to an incident notification involving a horizontal metal band saw.</p> <ul style="list-style-type: none"><li>During the incident, a worker's right index fingertip was injured while changing a blade on the band saw.</li><li>First aid was administered, and the worker was transported to the 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, any workplace incident that has caused a serious or life-threatening injury, had the potential for serious injury, plus all other immediately reportable incidents, must be reported to Campus Security at 604-822-2222 (after calling 911 emergency services) as part of the incident response.</li><li>Encourage everyone to report incidents and near misses into <b>CAIRS</b> 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 require a site visit that must be completed within 30 days, and include a detailed description of incident, unsafe conditions, contributors, causes, corrective actions, and the name of the participating worker representative.</li></ul> <p>3) JUNE 25, 2024 – IR #202416973060A</p> <p><b>Description:</b> This Inspection Report is in response to an incident on June 21<sup>st</sup>, relating to an incident involving a horizontal metal band saw.</p> <ul style="list-style-type: none"><li>There were two (2) orders issued to the University.</li></ul>		



8. NEW & OTHER BUSINESS				
		<ul style="list-style-type: none"><li>• Order #1 - Safe Work Procedures: An order was issued under section 19.36(10) of the OHSR which states, "Written safe work procedures must be developed for the use of equipment operated by a control system, including lockout procedures as required by the Occupational Health and Safety Regulation."</li><li>• Order #2 - Waste Material: An order was issued under section 4.41 of the OHSR which states "Refuse, spills and waste material must not be allowed to accumulate so as to constitute a hazard."</li></ul> <p>JOHSC/LST General Learnings/Discussion Points:</p> <ul style="list-style-type: none"><li>• Supervisors have a general duty to ensure the health and safety of their workers. Risk assessment must be conducted to take the measures necessary to meet this requirement. It provides an opportunity to consider all foreseeable hazards associated with a task and the risks associated with those hazards.</li><li>• Employers must ensure written safe work procedures, including lockout procedures, are developed and implemented for all equipment being operated.</li><li>• Workers must be instructed, trained, and supervised on how to operate equipment safely, including lockout procedures.</li><li>• Refer to <a href="#">Risk Assessments &amp; Safe Work Procedures for more information</a>.</li><li>• If work involves machinery and equipment that could unexpectedly activate or if the unexpected release of an energy source could cause injury, workers must receive instruction and training as per the Occupational Health and Safety Regulation and be knowledgeable in de-energization and lockout requirements, hazardous energy types, when locks are required, personal lockout, group lockout, and lockout procedures.</li><li>• Refer to <a href="#">De-Energization &amp; Lockout</a> for more information.</li><li>• Refuse, spills, and waste materials must not be allowed to accumulate as they can pose hazards. Regular clean-up procedures should be established and followed.</li></ul>		



9. NEXT MEETING	
Date:	August 15, 2024
Time:	11:00 am
Location:	Online Zoom Meeting

10. MEETING ADJOURNED	
Time:	11:37 AM

## 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