

**Chemistry LST Meeting Minutes APPROVED**

Name of Team: Chemistry Local Safety Team

Chair(s): Glenn Sammis & Monica Clarkson

Date: March 19, 2026

Time: 2:01 pm

Location: Online Zoom Meeting

AGENDA:

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

Worker Representatives	Work Location	Present	Regrets	Absent
Guillaume Bussiere	Chemistry - Teaching Faculty	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Karen Button	Chemistry – M&P, Stores Manager	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ken MacFarlane	Chemistry - M&P, Director, Finance and Operations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sebastian Medrano	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"/>
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"/>
William Chappell	Chemistry – Graduate Student	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
William Ho	Chemistry – Graduate Student	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Employer Representatives	Work Location	Present	Regrets	Absent
Glenn Sammis	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
Peggy Paduraru	UBC Safety & Risk Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tom Lai	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? Missed	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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3. ADDITIONAL AGENDA ITEMS & APPROVAL OF AGENDA

Is the agenda adopted? Missed	Yes <input 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
138280 138281	C	Nov 5, 2025	Cart Tipped Over – Near Miss A customer had collected their items for purchase and placed items in their cart to move them back to their lab. They were at the front desk where the staff person checked them out (created their bill). They started pulling the cart to leave and the cart flipped on its side. In the cart there were four 4L bottles (2 DCM, 1 hexanes, 1 DMF) and 4 gallons of acetone in stainless steel cans, along with other consumables. All of the items ended up on their side	KB/MC/GS	Complete	C

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

		<p>on the floor, but none of the bottles broke or spilled. The glass bottles were not in secondary containment. Other staff from the area confirmed that everyone was ok and there were no spills. Customer was told not to use that cart, borrowed one from Stores to take their purchases to their lab.</p> <p>Actions and Resolutions:</p> <ol style="list-style-type: none">1) Unstable carts (with pivoting front axle) not allowed to be used for transporting chemicals. New cart to be purchased.2) Secondary containment must be used for transporting any chemicals or solvents. Acceptable secondary containers are cardboard solvent boxes or rubber carriers or plastic trays. Reminders to be sent to all lab safety reps.3) Request group to add “do not use cart to transport any hazardous materials”. <p>NOV Update: The group has discussed this incident at their group meeting and have confirmed that they will not use the unstable cart for moving hazardous materials. They have identified that they do have an appropriate cart available to use. CHEM LST will review if the cart is appropriate for the intended use. Item 2 is remains in progress. GS to discuss at next faculty meeting. Signage on the unstable cart needs to be posted on the cart. It is recommended the unstable cart be disposed of.</p> <p>DEC Update: This item is in progress. The LST would like to create some guidelines for the department in terms of what are acceptable carts and not acceptable carts.</p> <p>It was noted that the group hasn't labelled the cart that was involved in the near miss with “do not use” signage.</p>			
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4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:						
			<p>Chem Stores has been doing an excellent job reminding everyone about which carts are not acceptable to use for transporting hazardous materials. Also, they have been distributing the department's guideline for Safety Transporting Hazardous Materials.</p> <p>Jan Update: Permanent signage is required for cart. Follow up with group in one week. The CHEM LST will work on some guidelines for which carts will be appropriate and will also include information on carts that are not recommended to transport hazardous materials.</p> <p>Feb Update: Signage was posted on Feb 18. Subcommittee met on Feb 9th to discuss the general requirements of the carts. The existing Safe Transport of Hazardous Materials has been revised as a first draft to include the new cart requirements. The lip on carts will be required to be at least 2.5 inches or taller. Also, wheels for wagons and carts are required to be a minimum of 3 inches in diameter.</p> <p>LST Comments: The Safety Transport of Hazardous Materials was updated to include the new cart, wagon and secondary containment requirements.</p>			
145415/145420	C	Jan 29, 2026	<p>Fire Caused by Spark to Methanol</p> <p>One of my students was testing the gas throughput from a solenoid nozzle in methanol. When the student connected the electric wires to the nozzle, a spark occurred and ignited the methanol. Another member of my group immediately used a CO2 fire extinguisher to extinguish the fire. No one was injured.</p> <p>CHEM LST: The supervisor was notified immediately and responded to the incident. Campus Security was called to</p>	WC/KM/ WH/MC CN	Complete	C

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

		<p>report the incident shortly after the incident. There were no injuries so UBC First Aid was not requested. Student was not wearing safety glasses or a lab coat. The methanol was placed inside a glass beaker, which was placed on top of a wooden stool.</p> <p>Actions and Resolutions:</p> <ol style="list-style-type: none">1) No longer use methanol. Higher flash point liquid (Butanol) will be used for further tests2) Remind everyone that they must wear a lab coat and safety glasses for this task.3) Replace fire extinguisher4) Investigate if the wires on the solenoid nozzle needs to be replaced.5) The wooden stool is not recommended to be used as a bench top. Ask group if there are any other options. <p>Feb update: The group initially tried using pure PDMS silicone fluid but were not successful. Instead, they are substituting the methanol with butanol. The PPE requirements were discussed at their quarterly fire drill. The fire extinguisher was replaced immediately. The wires on the solenoid nozzle were replaced.</p> <p>The student was worried that the fire extinguisher would knock over the beaker of methanol, which was not clamped. They wanted to know if the use of a fire blanket would be better suited instead of a fire extinguisher. Vancouver Fire and Rescue Services (VFRS) were contacted. VFRS do not recommend the use of fire blankets to smother or extinguish fires. It was recommended to clamp the beaker to secure it. In addition, a recrystallizing dish (sized 2 inches more than the beaker) could be used to cover the fire.</p>			
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4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:						
			<p>Is there a better option than using a wooden stool? The space is limited in the lab, it was suggested that a moveable cart could be used. KM and MC to visit lab to follow up.</p> <p>LST Comments: The group has developed a dedicated test bench for the valve testing. This will replace the wooden stool, which was used as a bench top. All items have been completed.</p>			
145425/145426	C	Jan 30, 2026	<p>Hand Crush Staff person was putting away bags of dry ice into the dry ice cooler bins. The lid of the green bin was propped open, back against the wall as usual. A bag of dry ice was placed in the bin, the staff person noticed the bin shift and wobble and the lid fell as it closed. Their hand was on the edge of the bin so it was crushed when lid closed. Staff person was wearing all appropriate PPE (safety glasses, lab coat, long pants, closed toe shoes, cold protection gloves). Staff person then finished putting away other bags of dry ice, wheeled the cart back to Stores, told their colleague and got ice to apply to their hand. First Aid was called shortly after, and they attended. The supervisor was also notified.</p> <p>Actions and Resolutions: 1) Assess and request for engineering team to build a fall prevention device for the cooler door to remain open while in use. 2) Provide signage with instructions on how to use the spacer. 3) Investigate if the cooler needs to be replaced. 4) Pallets were uneven and were removed the next day.</p>	MC/KM KB/JS	In Progress	IP



4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:						
			<p>Feb Update: MES team built a spacer for the cooler. CHEM stores is planning to replace the cooler. The signage is in progress.</p> <p>LST Comments: Tabled until next meeting.</p>			
145514/145515	C	Feb 9, 2026	<p>Needle Stick Student was transferring approximately 2 mL of dichloromethane to a sealed anhydrous RBF using a syringe attached to a hypodermic needle through a rubber septum. The needle got stuck in the rubber septum and they attempted to remove the needle by wiggling and twisting then using some force to pull while stabilizing the needle with their left hand, in which the needle came out the septum and pricked their left ring finger. They immediately took off the glove and began rinsing the finger under cold water letting it bleed. Lab mates were notified and notified myself. First aid was called after 20 minutes. First aid attended 25 minutes after they received the call and the student was transported to the hospital. A member of the lab accompanied the student.</p> <p>CHEM LST: Student was wearing a lab coat, safety glasses, long pants, closed-toed shoes, and nitrile gloves. After the incident it was noted the volume inside the syringe had slightly more than 2 mL of dichloromethane in it. It was reported that the student was following procedures to pull the needle out and were holding the needle with both hands. While pulling the needle out, their left hand slipped and got punctured.</p>	MC/WC	Complete	C



4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:						
			<p>Actions and Resolutions:</p> <ol style="list-style-type: none">1) SOP for needle use in transferring solvents will be reviewed and updated. When needles are hard to extract, pliers or other tools should be used or if by hand then cut-proof gloves are to be used.2) Use of longer needles will be reviewed for this type of task.3) All lab workers will be reminded that shorter needles (~30 mm) should be used and will be instructed accordingly.4) Remind everyone, for this type of incident UBC First Aid should be called immediately. <p>Feb Update: Items 2 and 3 have been completed. Request for more information on what was decided in terms of which type of needle should be used.</p> <p>LST Comments: An SOP has been provided. This item is closed.</p>			
145519/145527	C	Feb 10, 2026	<p>Splash in Eye</p> <p>Student was transferring crude reaction into a Biotage column while wearing all of their proper PPE (lab coat, safety glasses, long pants, closed-toed shoes and gloves). Details are not clear but something splattered, went over safety glasses and landed in student's left eye. Immediate irritation was felt. Proper action was taken and the student was guided to the eye wash station. Left eye was washed for 15 min. under running water. UBC First aid was called and student was guided to the hospital to be checked on.</p> <p>CHEM LST: The end of column tubing from the Biotage was not secured and came loose. The tubing was placed inside an Erlenmeyer flask to drain. There may have been some</p>	MC/WC	Complete	C

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

			<p>residual solvent inside the tubing or solvent may have splashed up from the Erlenmeyer flask when the tubing came loose. The student's head was positioned down while they were pipetting the rest of their crude sample when the splash occurred. The student was wearing over the eye safety glasses, which did not adequately protect their eyes.</p> <p>Actions and Resolutions:</p> <ol style="list-style-type: none">1) Secure the end tubing so it doesn't come loose/free.2) The OTG safety glasses should be well fitted to maximize protection for the eyes. Replace safety glasses with ones that provide maximum coverage. Alternatively, wear safety goggles for this task. <p>Feb update: Appropriate safety glasses have been provided for this task.</p> <p>LST Comments:</p> <p>The group has decided to use a glass funnel to secure the tubing and will ensure that the tubing is not under tension when being placed in a beaker/Erlenmeyer flask.</p> <p>FOS JOSHC Update - Safety goggles recommended to use with the Biotage instruments sitting on the bench tops.</p> <p>CHEM LST Comments - Alternatively, face shield with safety glasses could be used.</p>			
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**4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:**

145605/145596	C	Feb 21,2026	<p>Cut from NMR tube</p> <p>The student was wearing all of their PPE. A NMR tube shattered in the student's hand while they were placing a SampleJet cap on. Note this a very unlikely event to occur. The shards of glass partially tore through their glove and cut their hand in two places. Most of the sample remained in the NMR tube, but trace amounts were seen on the gloves. The student immediately removed their gloves and washed their hands. While they were rinsing their hand another student contacted UBC first aid. First aid arrived after 30 min. and took the student to the hospital.</p> <p>CHEM LST: safety glasses, lab coat, and nitrile gloves were being worn. The student mentioned they visually inspected the NMR tube before preparing the NMR tube. NMR tubes are made of glass and can break. It is a common occurrence in CHEM.</p> <p>Actions and Resolutions:</p> <ol style="list-style-type: none">1) Reminder, if you feel too much resistance of the Samplejet NMR tube cap, use a different cap2) Remind everyone to visually inspect NMR tubes prior to putting caps on for their structural integrity. Replace old and faulty tubes with new ones.3)MC to check if the NMR tubes are being dried in an oven.4) KM to check with the with NMR facility staff. <p>LST Comments:</p> <p>Items 1 and 2 have been completed.</p>	MC/WC/ KM/GS	In Progress	IP
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**4. REVIEW CAIRS REPORT OF ACCIDENTS/INCIDENTS:**

145640/145626	C	Feb 26,2026	<p>Oven Burn</p> <p>The student was performing a synthesis in their fume hood and required a cannula from an oven (at 150 C). The student was wearing a lab coat, safety glasses and nitrile gloves. They put on oven mitts to get the item from the oven. The item required was at the back of the oven and as the student reached to get the cannula the sleeve of the lab coat and the oven mitts stretched out exposing their wrist/forearm and inadvertently came into contact with the metal rack in the oven. The student immediately placed their forearm under a running tap with cold water and informed the group safety officer who called first aid. The group safety officer also notified the supervisor and the department safety office by email. Campus first aid personnel arrived in 15 min and treated the burn with gel and a band-aid. A cold pack and an extra band-aid was provided for later use. The student continued to work after receiving first aid and had no further complications.</p> <p>Actions and Resolutions:</p> <ol style="list-style-type: none">1) Discuss the incident at group meeting and mention the importance of not rushing and using forceps and tray when reaching for items in the oven.2) Inspect oven mittens in the lab and replace inadequate ones. Check length of gloves and ensure that they cover the gap from the wrist to the lab coat.3) Check if ovens are cluttered. <p>LST Comments:</p> <p>All corrective action items have been completed.</p> <p>A metal basket can be used to put glassware in.</p>	MC/WC/JH	In Progress	IP
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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)					
<i>Attach inspection checklist(s) and report(s) to these meeting minutes and use this table to record discussion and new recommendation(s)</i>					
Item # (Use Inspection #)	Priority	Discussion/Comments/Recommendations	Assigned To	Follow up: Date Pending	Status
July 2025	C	<p>Technical Services Areas The annual safety inspections for the electronics shop (ES), the machine shop (MES), the Glass Shop, and the IT room were inspected in July. Sept update: the deficiencies are in progress NOV Update: In Progress. DEC Update: Deficiencies for all the service areas have been completed, except for the Glass Shop and a few items in the Machine Shop. JAN Update: The deficiencies in MES has been completed. Follow up with Glass Shop. Feb Update: Follow up with the Glass Shop.</p> <p>LST Comments: In progress.</p>	MC/JS/SM	N/A	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)					
Oct 2025	C	<p>Missed Research labs The second round of inspections for the missed research labs and offices located in CHEM A, D and E were inspected in late August and September. NOV Update: In Progress. DEC Update: One lab has a couple of items that are pending. JAN Update: Student waiting on oil tray from the machine shop. FEB Update: Last item, student is waiting for 22 oil trays from the machine shop.</p> <p>LST Comments: In progress</p>	MC	N/A	IP
FEB 2026	C	<p>CHEM D & E The first round of inspections for all research labs and research offices located in D and E were inspected in February.</p> <p>LST Comments: Minor deficiencies were noted and are in progress.</p>	MC	N/A	IP

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	<p>UBC CHEM Fire Extinguisher Training Please contact safety@chem.ubc.ca to sign up.</p>	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	CHEM LST Safety Minutes 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	Development of Departmental SWPs Previous discussions and notes can be found at https://chem.ubc.ca/safety/chemlst within the January 18, 2024 CHEM LST minutes. LST Comments: Referred Forward.	GS	Referred Forward	N/A
Dec 2021	C	Earthquake Securing Straps for Large Dewars and Compressed Gas Cylinders Previous discussions and notes can be found at https://chem.ubc.ca/safety/chemlst within the January 16, 2025 CHEM LST minutes. <ul style="list-style-type: none"> Dec 2024 - Half sized compressed gas cylinders were secured in A120. Feb 2025 - Double restraints for renovated space located on the third-floor have been completed. Mar & May 2025 - Double restraints for cylinders were installed in CHEM A319. Sept 2025 - A service request has been submitted to provide restraints for a table and LASER. Nov 2025 - A308 – 2 x restraints for cylinders were installed. Dec 2025 - There are a couple of cylinders in CHEM B that need to be secured at 2-points. KM to submit a service request. Jan 2026 - A few cylinders in CHEM B have been added to the list to have double restraints. Feb 2026 - Additional cylinders in the CHEM B 4th floor labs have been added to the list. LST Comments: Three service requests for CHEM A, B, and D were submitted.	KM/SM	Closed	C



7. ONGOING BUSINESS – Status of Action Items (includes review of previous meeting minutes)					
Feb 2021	C	<p>Dispensing LN2 Safely - Training 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>Sept update: Training will be improved, documented and then tested. Nov update: Two step training process with SOP and training test. In-person training will be available and if individual successfully shows they are capable of dispensing LN2 safety they will be granted access. Jan updates: Liquid nitrogen dispensing procedures will be added to the Technical Services website. Feb update: The new procedures have been updated and have been added to the website. https://www.chem.ubc.ca/sites/default/files/wysiwyg_uploads/facilities/liquid-nitro/forms/liquid_nitrogen_dispensing_room_sw_p_jan2026.pdf</p> <p>LST Comments: A training program for dispensing liquid nitrogen was launched on Jan 23, 2026.</p>	SM	Complete	C
N/A	E	<p>Needle SWP Rich will work with CHEM to help provide a SWP for working safety with needles. The FOS JOHSC has an existing SWP for needles that the CHEM LST may be able to edit and use. MC and RW will review and discuss in the coming weeks. Two step training process with SOP and training test. In-person training will be available and if individual successfully shows they are capable of dispensing LN2 safety they will be granted access. NOV Update: In progress, started to look through the various available SOPs.</p> <p>LST Comments:</p>	MC	In Progress	IP



7. ONGOING BUSINESS – Status of Action Items (includes review of previous meeting minutes)					
N/A	N/A	<p>Safety Education and Training Assistance Some groups would like assistance in enforcing safety regulations and would like to see a formal department procedure to help document challenges and encourage improvement in safety culture.</p> <ul style="list-style-type: none"> MC to draft procedures, and will reach out for everyone's comments. <p>Sept update: Glenn to follow up with SRS and the department's administrative team. NOV Update: Tabled.</p> <p>LST Comments: Referred forward.</p>	GS/MC	Referred Forward	RF

8. NEW & OTHER BUSINESS					
<ul style="list-style-type: none"> General discussion items (list actionable items below) 					
Item #	Priority	Discussion and/or Action Items	Assigned To	Date to be Completed	Status
N/A	E	<p>CHEM LST Member Updates and Concerns – Round Table Are there any safety concerns or updates that were not discussed?</p> <p>LST Comments:</p> <p>FOS JOHSC – Are leather gloves acceptable to use as oven mitts? Yes, as long as they are leather gloves. Garden gloves are not acceptable to use as oven mitts.</p> <p>Glenn – Working alone procedures for individuals in offices was discussed. Offices are considered non-hazardous working areas. For a classroom setting when instructors/faculty do not show up to class, it may be useful to add a note to the class syllabus and to ask students to report this to the CHEM Main office.</p> <p>Would a day designated to safety training for the department be useful in the future? This type of training could help the department with basic training needs</p>	N/A	N/A	N/A



8. NEW & OTHER BUSINESS					
		and help both the graduate students and faculty. Different training methods were discussed.			
		Monica – Extra heavy duty waste bags are no longer being provided by BO Waste Management Team. The CHEM LST will discuss this with Building Operations and SRS.			
N/A	E	<p>SRS Updates</p> <p>Recommended items to discuss at JOHSC/LST Meeting</p> <p>Building Emergency Response Plan The 2026 BERP template has been updated and accompanied by a list of changes. The most significant change is that all fill in the blanks are on one page rather than dispersed throughout the document.</p> <p>Please remember to annually review the BERP for your building and distribute a final copy to all the building occupants and to safety.risk@ubc.ca with any completed individualized evacuation plans removed. Remember to schedule an annual fire drill once within a calendar year! Instructions on how to schedule a drill are included in the BERP along with guidance on what to do for disability and accessibility considerations.</p> <p>Marine Activities Exploration – Survey Now Open Last month, Safety & Risk Services shared that we are seeking insights into learning and research activities that take place near or on water to better support faculty, staff and students.</p> <p>The survey is now open. Its purpose is to collect information to improve safety resources and programming for marine activities and transport. We are also identifying all watercraft operated as part of teaching and research, regardless of ownership, to ensure appropriate insurance coverage for vessels and research equipment in UBC’s care, custody, and control.</p>	N/A	N/A	N/A



8. NEW & OTHER BUSINESS

If your research occurs near or on water, or if your work requires traveling over water to access research sites, please take a few minutes to complete [the survey](#) by March 27.

Your input will directly inform future safety resources, guidance, and programming.

Informational Items

LST Training

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

LST Training	
Part 2a	Part 2b
March 25 8:00-10:00am	March 26 8:00-10:00am

WorkSafeBC Inspection Reports (IR)

There were four inspection reports received since the last co-chair email.

- a. IR202617748990A-worksafe spoke to UBC over the phone, worker had to go to the hospital, UBC to complete investigation, no orders issued
 - i. Familiarize yourself with Immediately Reportable incidents, must be immediately reported to WorkSafeBC. Since the worker was transported to



8. NEW & OTHER BUSINESS						
			<p>hospital by First Responders, it met the requirements to be an immediately reportable incident.</p> <ul style="list-style-type: none">ii. immediately reportable incident must be reported to Campus Security at 604-822-2222 after calling 911 (both on-campus and off-campus)iii. If you are unsure, report it to Campus Security immediately so the appropriate response and escalation can occur. <p>b. IR 202616973985A – Worksafe has accepted full investigation report relating to incident where worker slipped on ice and had to go to the hospital. No orders issued.</p> <ul style="list-style-type: none">i. See 6.a.i-iiiii. Report all near misses into CAIRS within 48 hoursiii. Investigations to be completed within 30 days <p>c. IR 202616973984A Worksafe has accepted full investigation report relating to incident where worker slipped on ice and had to go to the hospital. No orders issued. (different person as previous)</p> <ul style="list-style-type: none">i. See 6.a.i-iii <p>d. IR 202616973981A Worksafe met with UBC re: a workplace medical emergency where worker had to go to the hospital. UBC to complete investigation, no orders issued</p>			



8. NEW & OTHER BUSINESS					
		i. See 6.a.i-iii			

9. NEXT MEETING	
Date:	April 16, 2026
Time:	2:00 pm
Location:	Online Zoom Meeting

10. MEETING ADJOURNED	
Time:	2:58 pm

LEGEND

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