

**Faculty of Science and School of Nursing
Health & Safety Committee Minutes
January 23, 2013 S301, 11:30-12:30**

Attendance Jan-June 2013

Meeting dates and times →			1.23	2.27	3.20	4.17	5.15	6.19	2012-2013 Members
Chan	Janine	Resp/ Chair	☐						
Fardy	Carolynne	Micro	☐						
Ford	Laura	Nursing	■						
Jyrkkanen	Stacey	OH&S	■						
Karpluk	Janice	Admin	■						No need to attend
MacKay	Andrew	Grad Studies Bldg	■						
Maurits	Gordon	OHS	■						
Noyes	Heather	Resp	☐						
Prescott	Walter	ARET/OM	☐						
Purdy	Susan	Bio	☐						
Reed	Norm	Chem	☐						
Robinson	Lesley	Math	☐						
Jasmine	Korcok	U Prep	☐						
Sorensen	Jacque	NRS	☐						
Taylor	Colin	Physics	☐						
Van Wagoner	Nancy	Geology	■						
Walczak	Sonia	AHT	■						Unable to attend WTR
Desrosiers	Marcy	Secretary	■						

☐=Present P= Proxy received ■=absent R= reinstated

Inspection Reminders

- Fire Equipment Check Sheet Due Monthly
- Department Inspections Due: Jan, March, May, July, Sept, Nov

A. Adoption of Agenda

New topics added

- Walter Prescott: Field Trip Paperwork required
- Carolynne Fardy: Fire Alarm Sensitivity
- Jasmine Korcok: Chemical Waste, WHMIS Training for New Employees

B. Adoption of past Minutes (December 2012)

C. Business arising from past minutes:

1. Review/Committee Feedback: TRU Safety Document for Students Off Campus

The committee had only positive comments for the work Lian Dumouchel has done in the draft documents that have been sent to the President's office. It was evident in the documents that Lian incorporated aspects of our (Faculty of Science) existing safety practices for off campus activities.

2. Stress Incidence Reporting to Safety Committee: Update Stacey

Stacey was not present to comment on whether the # of stress related incidences can be discussed at our meetings. Carolynne led a discussion of the need to be proactive vs reactive at our institution on issues surrounding workplace psychological health/wellness and mentioned a document she has that described the National Standard of Canada in this area. She would like to see this document shared with HR and Administration to raise the awareness of this standard with the intent to support institutional education/ increased awareness in this area. The discussion ended with Janine asking Carolynne to draft what she would like to say. The SHSC would review the draft and then send it to HR on behalf of the SHSC.

ACTION: Carolynne to send draft to Janine for review prior to sending from SHSC w/ Standards Document.

3. **Spring 2013 Ventilation Questionnaires: 1st floor East Science Bldg : Archived/Janine**
4. **Chemistry odours s269: Update Facilities**

Since our last meeting the source of the burning smell in this area of the Science building has remained but is not as frequent. Possible source: Facilities (Tom O'Byrne) has reported several heat pump motors (s262B, s271) needing replacement and the smell from these motors has possibly lingered in the main hallway (email from Christina Mohr) . Some questions arose about previous odours and what types of sensors can be used to delineate odour source (diesel vs CO). The group is interested to have Lincoln (Facilities) attend the next meeting so that specific questions can be answered.

ACTION: Janine to ask for specific list of questions from committee to send to Lincoln prior to his committee visit and get an update on the motors from Tom for next meeting.

D. New Business

1. **Chemical Storage Bunker and SHSC Meeting Update by Janine:** Gordon has contacted Satwinder Paul/Brian Heise on policy and procedures for chemical disposal (see below) : Janine has also cc'd Lindsay Langill, Dean of Trades and Supervisor of Satwinder Paul of the discussion so that he is aware of current practice and issues that have occurred.

Gordon Maurits 1.21.13:

I just want tot take this opportunity to review the procedures for hazardous waste disposal.

-Prior to the date of pickup you will be notified that a hazardous waste pickup day is coming up and that you are required to complete a hazardous waste disposal form that can be located on our website. By clicking send the form automatically comes to me where I process the information.

-Once all forms have been received an actual pickup date will be selected and forwarded to everyone who has sent in HW form.

-Before the pickup date it is the responsibility of the person completing the form to ensure that hazardous waste are either in the chemical Bunker (large amounts) or in the fume hoods located in S 273.

-Day before the pickup date I will go and confirm the amount of waste and sort them according to TDG ratings.

-On the day of the pickup, I ensure that all waste is picked up and taken off site

With respect to the waste in December, the problem we encountered was that none of the material was labeled as to where it came from and there was no forms or paperwork to substantiate what the waste is or where it came from. I hope that this information clears things up for any future hazardous waste you may want to dispose of.

Hazardous waste is picked up twice a year, once in April and then again in December.

2. **Babies in Biology Dissection Labs:** History of the issue and OH & S decision was discussed: Stacey decided that for the safety of all involved, as well as the legal issues for TRU, that an infant will not be allowed into the lab.
3. **Sun Peaks Field Trip :** Walter Prescott contacted Janine wondering about paperwork to be filled out for a possible class field trip to check out a building site in which students would be driving other students. Janine received clarification from Laurel Wale on the necessary paperwork and emailed this to Walter. The Faculty of Science Field Trip package was also sent to Walter to share with his colleague.

4. Fire Alarm Sensitivity: Carolynne Fardy stated that the General Science Office (on Jan 22??) had sufficient smoke visible from a heat pump motor issue, but the smoke detector did not sound. There was voiced concern about our alarm system and should it sound when there is that level of visible smoke?

ACTION: Janine will send this to facilities to respond to the concern.

5. Chemical Disposal, WHMIS training for new employees: Jasmine expressed concern regarding the topic stated as new sessional employee in UPrep. The committee responded by suggesting introducing her to Christina Mohr for chemical disposal information and the new employee orientation check list. The committee also suggested that the email be cc'd to the UPrep Chair: Eric Villaneuve.

ACTION: Janine will connect Jasmine and Christina and send orientation checklist to Jasmine and Eric. Also, Stacey will be contacted re: WHMIS training inquiry.

E. Reports: no report as no representation from OH & S at this meeting

Meeting adjourned at 1230

Minutes by Janine