

**Faculty of Science and School of Nursing
Health & Safety Committee Minutes
June 18, 2012 1430-1530 s309**

Attendance January to June, 2012

Grad Student: Carmen Tattersfield unable to make Winter Semester meetings

Meeting dates and times →			Jan 16	Feb 13	Mar 12	Apr 16	May 14	June 18	2011-2012 Members
Ford	Laura	Nursing	☐	☐	☐	☐	■	■	New rep for Nursing
		NRS	☐	☐	☐	P	■	■	Need new rep
Chan	Janine	Resp/ Chair	☐	☐	☐	☐	☐	☐	
Fardy	Carolynne	Micro	☐	☐	☐	P	☐	■	
Jyrkkanen	Stacey	OH&S	☐	■	■	☐	■	☐	
Karpluk	Janice	Admin	P	P	P	P	P	P	
		Geology	P	P	P	P	P	■	Need new rep
		Grad Studies Building						■	Need a rep
Maurits	Gordon	OHS	☐	☐	☐	☐	☐	■	
Noyes	Heather	Resp	☐	■	P	☐	☐	☐	
Prescott	Walter	ARET/OM	R	☐	P	■	■	☐	
Purdy	Susan	Bio	☐	☐	☐	■	■	P	
Reed	Norm	Chem	☐	☐	☐	P	☐	☐	
Robinson	Lesley	Math	■	■	☐	☐	■	☐	
Schumacher	Janie	U Prep	☐	■	☐	☐	☐	☐	
Walczak	Sonia	AHT	P	P	P	P	■	☐	
Weremczuk	George	Physics	■	■	■	☐	P	■	
Tattersfield	Carmen	Grad Student	Unable to attend meeting times						Need a rep
Dallas	Donna	Secretary	☐	☐	☐	☐	☐	☐	<i>S. Howie 6.18.12</i>

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

From the Chair: First meeting of the new academic year, Fall 2012, will take place in late August. ***A doodle poll will be sent out to establish the date that works for the majority of committee members for the August meeting and a 2nd doodle poll will be sent out to establish the date/time of monthly meetings for Fall 2012.*** Please fill these polls out as soon as you can so we can announce our August and September meeting dates for our committee. ***If anyone is NOT continuing on with our committee, please email Janine so that a replacement can be found.***

Thanks for your attendance and work on the committee this year! We accomplished a lot and made our area and the campus a safer place for our staff/faculty and students!

In August, we need to address nominations/renomination for chair. I am willing to continue chairing this committee for the next year unless there is interest from the group for this position. Please email me. Janine

A. **Adoption of Agenda** : see under “ New / Business” : (1) Janie added the topic of access to offices and teaching materials for those who are without office space now with the Old Main Renovations. (2) Norm brought up the need for renovations to the Organic Chemistry Labs to improve student : ventilation hood ratios.

B. **Adoption of past Minutes** (May 2012)

Walter asks about Item C-3 from the previous meeting– which pertains to wet ceiling tiles in his classroom. Once reported to OH&S, he expected this to be fixed immediately, but it was not and the room continued to

be used until the end of term. This put the students/faculty at risk of injury from tiles falling onto them. Stacey agreed this was a serious problem that was not addressed appropriately and she will advise Gordon.

C. Business arising from past minutes:

1. Anti Idling Update: JOHSC discussion/**Action: Sue Sue Purdy not present.** In the May minutes, Janine clarified that the Environmental Sustainability Committee has already looked at this issue which was determined to be out of scope for them. Janine will follow through with facilities to see if anti-idling signage has been installed in areas that have intake vents near parking areas./**Action: Janine**
2. Invasive species waste disposal: Ongoing/**Action: Kevin Bladon**
As Kevin has now moved to Alberta to teach, we require information on the invasive species (?Rocksnot) and the amount to dispose of to help with arranging for its disposal. / **Action: Janine and Stacey**
3. Gas shut off valves that have an existing pin needing to be removed (1st year Chem labs other than S269) **Action: Norm to report at next meeting.**

4. Archived Business: Field Trip Documents and TRU Legal/**Action: Steve Joly**

Steve Joly told Janine that he had contacted Laurel Wale about this ongoing topic, but has not received a response on the status of our current forms used in our Field Trip Package. Stacey suggested that we contact John Spark's assistant (Kathy Anderson?) and let them know that we would like to start the new academic year off with appropriate forms. If nothing is heard by August, F of S will continue with existing Field Trip Forms.

5. Grad Studies and Field Trip Issues: ongoing/**Action: Janine to draft letter from Committee to JOHSC**

Janine drafted a letter (see attached) and it was circulated/discussed amongst the committee members. Stacey suggested with the committee's approval that she take this to Administration (specifically Uli Scheck) as an urgent matter to be dealt with as the Grad Students are currently performing field work status quo without any insurance in place. Janine suggested that JOHSC receive a copy as well so that a definite timeline is established for a response from Administration on this issue. Stacey agreed that she would connect with the JOHSC with this letter also. / **Action: Stacey**

6. Pilot of Ozonator cleaning system/s337 by Warren Asuchak, Facilities/ **ACTION: Janine**
Apparently Warren has lent the ozonator out to Tom Owen. When the ozonator is returned Janine will schedule an ozonator demonstration and send everyone the date.
7. ESL Students and lack of awareness of smoke free zones outside of Science building/**Action: Janine**
She did not have time to check this out.

C. New Business

(1) Janie had questions for Stacey on access to office files as the floods required many offices to be packed up immediately by Williams Moving and Storage into containers and these containers are sitting somewhere now until the appropriate time to return to TRU. There is no system to refer to as to how offices were packed up. So, access to a specific filing cabinet etc is not possible now. Janie and Walter expressed concern about the finish date and access to their offices to prep for Fall 2012. Stacey said that Paul Manhas is the person to contact with any questions or complaints.

The construction company says everything is on schedule. A separate construction company is responsible for all new carpets, walls and tiles. The skylights over the stairwells are still open to the outside. The rest of the building is covered by a thin membrane which can be punctured quite easily therefore the flooding problems could continue if the weather remains this wet. The law school faculty offices which are on the third floor will not be completed by September. TRU will have to fund raise to finish the interior of the new law area of Old Main.

(2) Norm brought up the topic of current organic chemistry labs physical design putting the institution behind other institutions in what they can offer in their lab courses. Newer facilities have bench hoods for each student which allows use of different chemicals. Currently, our Organic Chemistry labs have large, multi person hoods that are used for volatile compounds. Stacey mentioned to Norm to contact Tom Owen for possible funding resources for renovations. This is not a safety topic currently and thus not a topic that will carry forward on our committee agenda. It might be better served for the Chemistry department to talk with Tom Dickinson about their perception of their program needs to keep pace with other institutions.

D. Reports

Health and Safety : Stacey reports the campus is quiet except for Old Main which is a prominent issue with the current renovations for the Law School. With an open roof and the rain the city has received over the past month, there have been numerous floods to the building causing serious damage structurally as well as to electronic equipment (eg computers, smart boards, etc.) : Service Master has been hired to clean up the mess. The large fans are on trying to dry different areas. The second floor now needs new carpet, ceiling tiles and drywall. The water damage has created a musty smell in OM and mold testing is being done currently to ensure a safe environment for everyone to work within.

Incidents: Stacey reported there have been 2 minor incidences involving cuts.