

**Faculty of Science**

**Science Safety and Health Committee Minutes**

**October 22, 2021 online**

**Attendance August 2021 – June 2022**

Y=Present

P=Proxy received

A=Absent

<i>Name</i>	<i>Area</i>	Aug 20	Sep 24	Oct 22	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Sonia Walczak	AHT	Y	Y	A								
Tara Geiger	AHT	A	A	A								
Kathy Baethke	Biology tech	P	Y	Y								
Christine Petersen	Biology	Y	Y	Y								
Trent Hammer	Chemistry	Y	Y	L	E	F	T	C	O	M	M	
Michelle Bohem	Chemistry tech		Y	Y								
Christina Mohr	Chemistry	Y	Y	Y								
Nisha Puthiyedth	Computing Science	P	P	P								
Yan Yan	Computing Science	Y	Y	Y								
Catharine Tatarniuk	Engineering	Y	Y	Y								
Nancy Van Wagoner	Geology	S	A	B	B	A	T	I	C	A	L	
Yehia Mahmoud	Math	A	A	A								
Joanna Urban	Microbiology	A	Y	Y								
Sheri Watson	NRS	Y	Y	Y								
Colin Taylor	Physics	Y	Y	Y								
Janine Rostron	Respiratory Therapy	Y	Y	Y								
Christine Miller	UEPrep	A	Y	P								
<b>Resource members</b>												
Stephanie Lawrence	OSEM	Y	A	Y								
Sarah Martin	Health Safety Manager	Y	Y	A								
Tara Langley	Recorder	Y	Y	Y								
Corinne Petersen	Administrative Rep	Y	Y	Y								

1. Meeting called to order: 10:34
2. Motion to adopt agenda by: Christine Petersen Seconded by: Sheri Watson Passed
3. Review of Minutes from September 24, 2021: no changes
4. Motion to adopt September 24, 2021 minutes by: Tara will edit Christine/ Christina in minutes (re: laundry)  
Motioned by: Colin Seconded by: Sheri Watson Passed (once edited)
6. Old Business:
  - a) Chemical Management Software - Sarah and Stephanie:
    - Stephanie: bill has been paid by TRU
    - Working with Scott who runs the program to purchase scanners and hardware to use.

- IT services are on board
- Stephanie will be helping Sarah with this project.

b) **Radiation Safety Officer: Stephanie -**

- Item left on agenda in case further discussion needed.
- Stephanie reached out to the Dean
- Colin has update: We do have a radiation officer, Joanne Rosvick. She will do training next year. Physics is keeping radioisotope license for future. Difficult to obtain new licenses but easy to renew. Physics is hoping for a lab technician in the future and they would take over the position, but for now it will be Joanne.
- Joanna: in Biology there is no officer anymore- but they aren't using radioactive material anymore.
- Remove from agenda

c) **First Aid kits- confirm they have been removed:**

- Kathy: No one is supposed to use first aid kits except security. Kathy hasn't removed the kit out of 365-reminder to remove your first aid kits wherever they are. Colin removed them from workshop.
- Stephanie: If you give out bandaids, this causes under-reporting. For students that have eczema and need a bandaid, they should bring their own. If you help a student who is injured instead of the assigned first aiders, we can be sued for liability. Goal is compliance so TRU gets the proper reporting.
- Joanna- How often do students sue TRU?
- Christine Petersen- Who is removing the first aid kits? Must put in an Archibus to have the kits removed. If there are bandages in drawers, please remove them.
- ***ACTION: Please bring this up with your department meetings to ensure they are removed.***
- If you want your own bandaids in your office this is ok.
- Colin: Staffroom has huge first aid kit. Stephanie: You can give to security to repurpose.
- Kathy will send in Archibus for Biology. Christina Mohr will do Chemistry removal
- Stephanie: You can list multiple rooms in one Archibus for each department.
- Catharine: Engineering doesn't have these in their labs

d) **Emergency Wardens:**

- **Stephanie-** There is one radio left in Biology lab-needs to be returned from S362
- Working with Matt Rapparlief on emergency response wardens, but meeting has not happened yet

**7. New Business:**

a) **Inspections Training (Stephanie):**

- Colin would like OSEM to come along on inspection and can look at first aid kits during that time. Stephanie will come along and see the age of the supplies in the kits to see if they can be repurposed by security
- Stephanie wants to train on how to do inspections outside of meeting time, 2-3 hours will be needed. Will describe what everything means and how to inspect it. Is considered workplace training therefore allowed under covid guidelines
- Colin: Could this be done on a Saturday? Stephanie would do this but everyone has to agree. Could run multiple sessions with other members of JOHSC committees and Nursing
- If no options work due to teaching schedules, let Stephanie know. Final exams weeks may have the most flexibility for dates.
- ***ACTION: Stephanie will send out dates and times for people to sign up***

b) **Fire alarm vacant door labels:**

- Kathy: Tara got pictures of samples. If you do your room check, flip the tab, then the wardens don't have to go inside the room. Every door would have these attached. (Classrooms and labs). Offices could have them also as currently fire wardens only knock on office doors when doing checks.
- Stephanie hasn't seen this used in industry. Would work for classrooms.
- Joanna: Let's think about this further.
- Kathy: They are attached on the doors already, you just flip it as you leave the door.
- Christine Petersen: Should this be a bigger campus wide thing?
- Stephanie: If Science wants to put forward to higher up, Matt would review idea.
- Sheri: We should discuss this higher up first before we go ahead..

- Stephanie: Would have to decide which classrooms get it. ***ACTION: Stephanie will research them more and bring forward for discussion.***

c) **Informing departments who their safety rep is:**

- Remind new people who their safety rep is when they are hired.
- Stephanie: When new orientation is revamped, there will be a section to cover this for new employees (who the rep is and who are on the committees).

d) **Incidents- Sarah/all:**

- Stephanie: September- Mostly students: 4 finger cuts in culinary, 2 welding burns in trades, overexertion lifting-pain, object striking a thumb in trades, unconscious in a washroom-not work related, not in Science.
- ***ACTION: There may be one from science in September for a student, Stephanie will check.***

8. **Next meeting:** Friday November 19, 2021 at 10:30 on MS Teams

9. **Adjourned:** 11:30

*Minutes recorded by Tara Langlely and reviewed by Joanna Urban and Kathy Baethke.*