

**Faculty of Science**

**Science Safety and Health Committee Minutes**

January 20, 2021 online

**Attendance September 2020 – June 2021**

Y=Present

P=Proxy received

A=Absent

<i>Name</i>	<i>Area</i>	Oct 1	Oct 29	Nov 26	Dec 17	Jan 20	Feb	Mar	Apr	May	Jun	
Sonia Walczak	AHT	A	Y	Y	A	A						
Tara Geiger	AHT	Y	A	A	A	A						
Jamie Ushko	Biology tech, JOHSC	Y	Y	Y	Y	Y						
Christine Petersen	Biology	Y	Y	Y	Y	Y						
Trent Hammer	Chemistry	Y	Y	Y	Y	Y						
Christina Mohr	Chemistry	Y	Y	Y	Y	Y						
Nisha Puthiyedth	Computing Science	Y	Y	P	Y	P						
Yan Yan	Computing Science	Y	Y	Y	Y	Y						
Catharine Tatarniuk	Engineering					Y						
Nancy Van Wagoner	Geology	Y	Y	Y	Y	P						
Yehia Mahmoud	Math			Y	A	A						
Kathy Baethke	Microbiology		Y	Y	Y	Y						
Joanna Urban	Microbiology	A	A	Y	Y	A						
Sheri Watson	NRS	Y	Y	Y	Y	Y						
Colin Taylor	Physics	Y	Y	Y	Y	Y						
Janine Rostron	Respiratory Therapy	P	Y	A	Y	Y						
Christine Miller	UEPrep	Y	A	A	Y	Y						
<b>Resource members</b>												
Sarah Martin	Health Safety Manager	Y	A	A	Y	P						
Timothy Crowe	OSEM	Y	Y	Y	Y	-	-	-	-	-		
Tara Langley	Recorder	Y	Y	Y	Y	Y						

1. **Meeting called to order:** 9:35 Welcome Catharine Tatarniuk from Engineering.
2. **Motion to adopt agenda by:** Colin Taylor. **Seconded by:** Christine Peterson. Approved.
3. **Review of Minutes from Dec 17, 2020:** No changes
4. **Motion to adopt Dec 17, 2020 minutes by:** Christine Miller **Seconded by:** Jamie-Lee Ushko. Approved.
5. **Old Business:**
  - a) **Terms of Reference- Colin:** Passed by Faculty Council
    - TOR is not set in stone, we can still make changes. UBC copy was quite similar, some wording was slightly different. Local safety teams vs. SSHC with same responsibilities, there are some things we could add.

**b) Hot Air Dryers-Trent:** Hot air dryers have not been moved yet. Is this a huge priority or is paper towel enough for now? Is ok to leave for now.

**c) Hand Sanitizer Stations-Janine:** Wasn't having any luck getting them refilled or batteries changed, but finally Warren and Rose got involved. Rose inspected them all, changed batteries, and refilled sanitizer solution. **ACTION: If you see any stations not filled or working, please do an Archibus request.** Remove from agenda.

**d) Geology break-in:** Building is wide open for extended periods of time. One of the rock cabinets were emptied, still two left. Cameras recorded the person doing it, but couldn't see who it was.

- Should we have building locked more often? Colin: Yes, it is always open on the weekends. Jamie-Lee: The building was more locked up last semester than this semester. Christine P: You can still go out at 6:30 pm.
- Janine: We have RESP students on campus after-hours for lab use so this is why doors are open more.
- Was it cabinets that were broken into? Were they locked? Yes, the thief pried the metal lock until it opened but didn't break the glass. Christine P: Could cabinets be alarmed as a deterrent?
- Jamie: What time did it happen? 7: 50 am. Security was notified at 11:20.
- Christine P: would it be better to empty the cabinets right now when there are no students around? Nancy has had theft of fossil and minerals within the classroom also. Security wasn't aware of that particular incident.
- Trent: Is it difficult to lock the building if RESP students need access? Can doors be fobbed? No, there are too many students. In OM they use security gates to lock off areas, could we get one installed to the RESP wing? Could just leave that side open. Colin: It's not practical to lock all the doors inside in case of emergency. Chemistry and biology have night labs that run during the week but not weekends.
- Christine P: Because the person got away with it, this could lead to computer theft etc. Suggests hiding the rocks for now, take a photo then remove them. **ACTION: Trent will discuss this with Nancy, and also with Stacey Jyrkkanen.**

**e) Science Building Inspections and role of SSHC:** Last month there was a big discussion re: committee's role helping with inspections and onboarding of new members. Trent would like to discuss as a committee what the necessary training needed for this is.

- We have our TOR, H/S wants us to be more active in inspections, do we need to change how this is done? What about further training?
- Please read the documents in our MS Teams file.
- Kathy: Is not familiar with what has happened in the past. The UBC mandatory checklist was three pages: General Inspection had 11 items, Interior had 15 items and the biannual general exterior building inspection twice a year. These included fire extinguishers, first aid accessibility etc. They are fairly simple checks to do. Do we want to copy this UBC list or make our own? Inspections can be done when workload is a bit lighter ie. during Summer/Winter etc. Labs that are high risk should maybe be checked more frequently such as CL 2 Labs.
- TRU first aid needs to be done by security. There are posters showing what the process is. Contact number is on every phone but we need to update these.
- Jamie-Lee posted the link to employers training for JOHSC committee: e-learning (2 hours) webinars, roles and procedures of meetings, right to refuse, consultation, recommendations, inspections, committee evaluations and training needs. This is done through WorkSafeBC. You

need to create your own log-in: <https://eao-employersseminars.labour.gov.bc.ca/>

- We could do something similar. **ACTION: Jamie will look into how this got started for JOHSC and see if it will work for us to do the same thing.** Then we will create instructions on how to do this.
- Trent was in the lab: Took a photo of what to do in case of emergency. – Cariboo College poster: VERY OLD instructions regarding contacting the health nurse. We will have to do an assessment in labs and see what documents are posted around the room. **ACTION: Everyone look in their labs to see what is posted and we will discuss updating this info.**
- Who wants to work on recommendations for inspection guidelines? We can present them to Sarah. **ACTION: Kathy, Jamie-Lee and Colin will work on three basic checklists and send out their ideas to be read and changes suggested before next meeting.** Some items are discipline specific.

f) **Onboarding Training:** see above

6. **New Business:** None

7. **Additions:** None

8. **Incidents:** None

8. **Next meeting:** February 24<sup>th</sup> at 9:30 am (due to reading break conflict)

9. **Adjourned at: 10:04**

*Minutes recorded by Tara Langley, reviewed by Trent Hammer.*