

**Faculty of Science and School of Nursing
Health & Safety Committee - MINUTES
February 24, 2014**

Attendance Jan - June 2014

Meeting dates and times →			1.27	2.24	Work shop	4.28	5.26	6.23	2014 Members
Chan	Janine	Resp/ Chair	☐	☐					
Ford	Laura	Nursing	P	P					
Hammer	Trent	Chemistry	P	P					
Jyrkkanen	Stacey	OH&S	☐	☐					
Karpluk	Janice	Admin	P						No need to attend
Maurits	Gordon	OHS	☐	☐					
Prescott	Walter	ARET/OM	☐	P					
Purdy	Susan	Bio	☐	☐					
Reed	Norm	Chem	☐	☐					
Robinson	Lesley	Math	☐	■					
Schumacher	Janie	U Prep	☐	P					
Sorensen	Jacque	NRS	P	☐					
Taylor	Colin	Physics	☐	☐					
Urban	Joanna	Micro	☐	☐					
Van Wagoner	Nancy	Geology	■	■					
Walczak	Sonia	AHT	☐	☐					
Dallas	Donna	Secretary/Minutes	☐	☐					

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

Inspection Reminders

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

A. Adoption of Agenda - approved with additional issues to discuss:

- Fire extinguisher in S335
- Issues continuing from the chemical storage, room S267
- Issues of retrieving chemicals from the bunker and environmental control of the bunker in general
- March 31st is the Harassment Prevention/Respectful Workplace Workshop

B. Adoption of past Minutes (January 2014)

yes

C. Business arising from past minutes:

- 1) Chemical Storage Bunker Proposal Update: **Stacey**

We now have a proposal, the quote was approximately \$100,000.00. I will follow up with Lincoln

- 2) Evening entry doors locked/ Any changes?: **Nancy**

Tabled to next meeting as Nancy is absent

- 3) S231A Smells update: **Nancy**

Tabled to next meeting as Nancy is absent

- 4) Fume Hoods Needing to be ON continuously report: **Sue (Bio) / Joanna (Micro)**

Room S364 and S372 need to be on (from Sue)

Joanna will bring room numbers for Micro to next meeting

5) Respectful Workplace and Harassment Prevention Policy Workshop Update: **Donna**

It will be Monday, March 31st (2:30 – 4:30 pm) **ACTION:** Donna will get a room and invite everyone from this Committee and open it up to other Safety Committee's

6) **CARRY OVER Until Complete:**

- Chemical protocol document: **Norm**

There has been progress, when I have the final report (catalogue of what we have) I will email it to Donna

D. **New Business**

ACTION: Gord will follow up with fire extinguisher in room S335

Trent: Continuation of odors from chemical stores. Issues of retrieving chemicals from bunker. Long distance and safety of area around the bunker are of concern. No air conditioning of bunker in the summer. Topic: chemical storage – opinion: bunker replacement required closer to building

NORM: the chemical storage beside their offices and ventilation – didn't facilities close off the ventilation? We did get a message from Lincoln that they would leave the fume hood (exhaust – passively chemical before getting into the offices) – why is there?

Since we did our big purge a couple of months ago, I've noticed a substantial reduction in the smells - to me anyways

If the fume hood is not removing things, wouldn't the piping pull from a distance?

ACTION: Janine to raise this question with Lincoln

E. **Reports**

- **Incidents**

- There was one more for January (a slip and fall in WLAKE – Nursing student)
- In February there were 2 incidents – RESP students (needle poke and shoulder strain at Kelowna hospital)

- **Health and Safety**

- A RFP went out for the emergency phones – we have gone ahead with a company from Vancouver. By March 28th they will be on site in the Warehouse (we wanted to pay for them before end of fiscal). There are a total of 40 phones (about \$64,000.00 to replace which doesn't include the labour). The ones that are marked for removal will be replaced - same ones as on the poles outside (one for Science parking lot coming soon). The phones inside the buildings will be red and white (emergency theme)

ACTION: Stacey will check with Boyd (ITS) to move the TELUS payphones with S for security

- 3,000.00 budget for designated non-smoking areas. There will be benches and ashtrays and shelter (gazebo)
- New emergency management policy (updated from 2004 with more rules/responsibilities): final reading and will be out shortly