

**Faculty of Science & School of Nursing Safety Committee (SHSC)**

**Meeting Minutes for June 23, 2016, 10:00 AM, room S309**

**Attendance Aug 2015-June 2016 (X= √ = present) (A = absent) (P = proxy received)**

| Meeting Dates      |                        | 8. 27 | 9. 24 | 10. 29 | 11 26 | 12. 17                                       | 1. 28  | 2. 25 | 3. 31 | 4. 21 | 5. 26 | 6. 23 | Notes |  |  |
|--------------------|------------------------|-------|-------|--------|-------|--|--|-------|-------|-------|-------|-------|-------|--|--|
| Chan, Janine       | Resp                   | X     | X     | X      | X     | <b>M<br/>E<br/>E<br/>T<br/>I<br/>N<br/>G</b> | X  | X     | X     | X     | A     | *     |       |  |  |
| McKenzie, Wendy    | Nursing                | P     | P     | X      | X     |  | X  | X     | X     | X     | A     | A     |       |  |  |
| Hammer, Trent      | Chemistry              | X     | P     | P      | P     |  | X  | P     | X     | X     | A     | √     |       |  |  |
| Jyrkkanen, Stacey  | Safety & EM            | X     | A     | X      | X     |  | X  | P     | X     | X     | A     | P     |       |  |  |
| Prescott, Walter   | ARET                   | A     | A     | A      | A     |  | X  | X     | P     | A     | X     | √     |       |  |  |
| Purdy, Susan       | Biology                | X     | A     | X      | X     |  | X  | X     | X     | A     | X     | A     |       |  |  |
| Lettinga, Marten   | Chemistry/<br>Co-Chair | X     | P     | X      | X     |  | X  | X     | X     | X     | X     | P     |       |  |  |
| Robinson, Lesley   | Math                   | A     | A     | A      | A     |  | <b>C<br/>A<br/>N<br/>C<br/>E<br/>L<br/>L<br/>E<br/>D</b> | A     | A     | A     | A     | A     | A     |  |  |
| Horton, Jane       | UPrep                  | A     | A     | X      | X     |  |  | P     | P     | A     | X     | X     | √     |  |  |
| Sorensen, Jacque   | NRS                    | X     | A     | A      | P     |  |  | X     | X     | P     | A     | X     | √     |  |  |
| Taylor, Colin      | Physics<br>/Co-Chair   | X     | X     | X      | X     |  |  | X     | X     | X     | P     | X     | √     |  |  |
| Urban, Joanna      | Micro                  | A     | A     | A      | A     |  |  | A     | P     | A     | A     | A     | A     |  |  |
| Van Wagoner, Nancy | Geology                | X     | A     | A      | P     |  |  | A     | P     | A     | A     | A     | A     |  |  |
| Walczak, Sonia     | AHT                    | P     | A     | X      | P     |  |  | X     | X     | P     | X     | A     | *     |  |  |
| Duggan, Bunny      | recorder               | X     | X     | X      | A     |  |  | X     | X     | X     | X     | X     | P     |  |  |
| Lucille Anderson   | Biology                |       |       |        |       |  |  |       | X     |       | X     | A     | √     |  |  |

\* To be replaced by new personnel in 2016-2017

**0. Introductions**

The SHSC welcomed Dr. Peter Fairman, the new Bio-Safety Officer. Also, Heather Noyes attended in place of Janine Chan (retired). The Respiratory Dept. will be looking for a new committee member and safety warden for the coming academic year.

## 1. Adoption of Agenda

APPROVED and ADOPTED: Walter P. SECOND: Jacque S.

## 2. Review of Minutes from May 26, 2016 Meeting

Errors and Omissions: Note about west end of building safety warden of lower floor (S170 area) to be covered by Trent H. or his proxy.

**Motion:** ACCEPT: Jane H. SECOND: by Lucille A.

APPROVED: All in favour

## 3. Old Business

### a) 3D Printer Emission – ARET follow-up (Janine)

Walter and Tom O'Byrne have completed an air balance report and have found the the ARET printing room does have negative pressure. Unfortunately, the airflow is linked to a nearby bathroom fan and does not run at night, resulting in poor air quality the following morning.

**Action:** Walter is working on a room layout plan for the area with the intent of submitting it to Tom and have testing completed by Stantec at a later date.

**(b) Emergency Marshals** – A new member of the respiratory therapy department will be asked to become a marshal for the 2016-2017 academic year.

**(c) Incidents** – Peter F. reported that there was an incident with cleaning staff not disposing of gloves after contacting hazardous material. The cleaning contractors have been notified of the issue. There has also been a request for new floors mats for cleaning boots in winter.

**(d) WHMIS 2015 Training - update for labs** (Stacey) – Tabled

**(e) Broken stairs above Ken Lepin Building** – Fixed (Trent H.)

**(f) Science Building Elevator** – All employees should be made aware that service calls for the elevator on weekdays are covered under the maintenance agreement. Service calls on weekends are not covered and are expensed (to whom?).

**(g) Safety Training forms** – The updated form submitted by Gordon Maurits appears to have several broken links. The forms are to be completed by TA/student supervisors or department chairs. All safety committee members should remind their departments that WHMIS 2015 training is a requirement of employment.

## 4. New Business

**(a) Incidents** - (Stacey) – Covered under Old Business

**(b) Student Field Insurance Coverage** – Jacque S. listed a number of situations where students working in the field may not have coverage. If any committee members have a situation where they believe that students may not be covered, bring a description to the next meeting for discussion.

**(c) Brown Pedestal Table in Science Hallway** – This is a hazard according to Trent H. The table has been labelled with a caution sign.

**(d) Chemical storage facility** – RPF submitted; renovations to begin soon.

**(e) Fire Alarms** – All committee members should be aware that alarms may be deactivated during renovations. They should be reactivated at 7 PM every day. There was a report that alarms in Old Main had remained deactivated for several full days (Peter F.)

Thanx to all that attended.

**Next Meeting:** August 25, 2016, 10 am, S309