

**Faculty of Science & School of Nursing Safety Committee (SHSC)  
Meeting Minutes for November 26<sup>th</sup>, 2015, 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.	2.	3.	4.	5.	6.	Notes
<b>Chan, Janine</b>	Resp	X	X	X	X								
<b>McKenzie, Wendy</b>	Nursing	P	P	X	X								
<b>Hammer, Trent</b>	Chemistry	X	P	P	P								
<b>Jyrkkanen, Stacey</b>	Safety & EM	X	A	X	X								
<b>Prescott, Walter</b>	ARET	A	A	A	A								
<b>Purdy, Susan</b>	Biology	X	A	X	X								
<b>Lettinga, Marten</b>	Chemistry/ Co-Chair	X	P	X	X								
<b>Robinson, Lesley</b>	Math	A	A	A	A								
<b>Horton, Jane</b>	UPrep	A	A	X	X								
<b>Sorensen, Jacque</b>	NRS	X	A	A	P								
<b>Taylor, Colin</b>	Physics /Co-Chair	X	X	X	X								
<b>Urban, Joanna</b>	Micro	A	A	A	A								
<b>Van Wagoner, Nancy</b>	Geology	X	A	A	P								
<b>Walczak, Sonia</b>	AHT	P	A	X	P								
<b>Duggan, Bunny</b>	recorder	X	X	X	A								

1. Adoption of agenda  
APPROVED and ADOPTED
2. Review of minutes from September 24<sup>th</sup>  
Errors and Omissions: none      MOTION APPROVED
3. Old Business
  - a) ID Badges

Colin will bring the issue up at the January FLC. After some discussion with Dennis Acreman, it was decided that the issue will be tackled on a departmental basis. Susan will discuss the issue at the FPSE Safety Meeting.

- b) **Chemical storage bunker (Chemistry) (Trent, Marten)**  
Bad news on the bunker front. The *request for proposal* working its way through the system has been collapsed. Apparently, having two different contractors – supplier and installer – was a problem. We are now waiting to see if the bunker proposal violates city by-laws before a new request for proposal is implemented.
- c) **NMR alarm (Trent) signage needed for NMR alarm it is working**  
Alarm is working. Signage to be checked to see if appropriate (Trent).
- d) **Fire extinguishers in S333 and S335 (Wendy)**  
Fire extinguishers have been installed.
- e) **WHMIS training for employees (Stacey)**  
The link for WHMIS training is repeated below:  
  
[http://www.ccohs.ca/products/courses/whmis\\_workers/](http://www.ccohs.ca/products/courses/whmis_workers/)
- f) **Washroom drains (and smells)**  
Washroom maintenance is handled by Facilities. If there is a bad smell or the traps have possibly run dry, please contact Facilities.

#### 4. New Business

- a) **December SHSC Meeting**  
December SHSC at 12:30 in S309 on the 17<sup>th</sup>
- b) **Winter SHSC Meeting time**  
To be decided at December SHSC
- c) **Incidents (Stacey)**
  1. TCC Bomb Threat – There was an after action debriefing session for SEM staff and a review of the alert system.
  2. Bio-safety deadline was December 1<sup>st</sup>. Carolyn Fardy and a new person are working on a protocol.
  3. Spill prevention protocol – Be aware that janitorial staff are not trained in this regard.
- d) **Other Discussion**
  1. Smoking from designated areas appears to be creeping closer to building doors. All staff should remind smokers to stay in designated areas.
  2. Summer school – members are reminded that there will be many labs running this coming summer.

NEXT MEETING: December 17, 2015 S270 12:30