

**Faculty of Science and School of Nursing
Health & Safety Committee Minutes
February 27, 2013 S301, 11:30-12:30**

Attendance Jan-June 2013

Meeting dates and times →			1.23	2.27	3.20	4.17	5.15	6.19	2012-2013 Members
Chan	Janine	Resp/ Chair	☐	☐					
Fardy	Carolynne	Micro	☐	☐					
Ford	Laura	Nursing	■	P					
Jyrkkanen	Stacey	OH&S	■	■					
Karpluk	Janice	Admin	■	■					No need to attend
MacKay	Andrew	Grad Studies Bldg	■	■					
Maurits	Gordon	OHS	■	☐					
Noyes	Heather	Resp	☐	☐					
Prescott	Walter	ARET/OM	☐	☐					
Purdy	Susan	Bio	☐	☐					
Reed	Norm	Chem	☐	☐					
Robinson	Lesley	Math	☐	■					
Jasmine	Korcok	U Prep	☐	☐					
Sorensen	Jacque	NRS	☐	P					
Taylor	Colin	Physics	☐	☐					
Van Wagoner	Nancy	Geology	■	■					
Walczak	Sonia	AHT	■	P					Unable to attend WTR
Desrosiers	Marcy	Secretary	■	☐					

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

Inspection Reminders

- Fire Equipment Check Sheet Due Monthly- reminder due in a couple days, send to Gordon.
- Department Inspections Due: Jan, March, May, July, Sept, Nov.

A. Adoption of Agenda

New topics added

- Walter Prescott: Gas smell in Old Main

B. Adoption of past Minutes (January 2013)

- Adopted.

C. Business arising from past minutes:

1. Visit w/ Lincoln Chua, Facilities: question list to be formulated prior to visit
 - **Update Feb 25:** no questions were received from the committee members. No visit from Lincoln scheduled for this meeting.
 - If you have questions, send to Janine and she can make a list and invite Lincoln to the next meeting.
2. Stress Incidence Reporting to Safety Committee: Update Stacey
 - Issues around harassment - the question was raised: is our committee going to be made aware of any claims that are made? Stacey hasn't got back to Janine yet.
3. National Psychological Standards Document and letter from Carolynne for JOHSC: Update Carolynne
 - Carolynne has sent information to JOHSC. Sue Purdy (JOHSC Science Rep) told the group that the information is on the JOHSC Agenda.

- Intent of this activity is to see where the institution is right now.
 - Gordon: "To date, 22 cases have been brought forth and only two were accepted (issue being claimed was stress), so this shows that the process of making a claim is a difficult process."
 - Carolynne: "Need to make people aware of where they start if they feel they do have a case."
 - Gordon: "Go to Worksafe website – lots of info there, if employees have further questions, go through HR or if student, through Student Services – Duane Seibel, and then they proceed from there."
 - Need to find out where baseline data is being collected: Is the Wellness Committee aware of sick days recorded for the institution? How many are on stress leave?
 - Janine: "Maybe have Chelsea Corsi come to meeting and talk about statistics?"
 - Committee discussion: "TRUFA might be able to get that information?"
 - Janine: "As for any type of claim that an employee can make, it might be appropriate for Stacey to say here's a document that's available for this type of claim. Put out a statement for everybody, here's the new policy, document, link for more info."
 - Posters to put up around campus? Awareness campaign?
 - **ACTION: Janine will talk to Chelsea and Stacey**
4. Spring 2013 Ventilation Questionnaires: 1st floor East Science Bldg: Archived/Janine
 - Another questionnaire to 1st floor employees late April/early May
 5. Chemistry burning smell odours s269: Update from Facilities Feb 4/ Tom O'Byrne
 - S262b and s271 heat pump motors replaced.
 - S212 heat pump is to be replaced (heat pump SH048).
 - Christina Mohr report for her area: no odours to report
 6. Fire Alarm Sensitivity: Update Facilities
 - Lincoln replied: March inspection of Science Bldg smoke and heat detectors to occur and they will check out those in question.

D. New Business

1. Weekend access to lab s233: Colin
 - Geology students have requested access to the lab on weekends. Discussion occurred regarding what other departments do
 - NRS – students have access on weekend/security has student list and will open door for those on list
 - Biology – no weekend access
 - Resp – year 2 and 3 students have night and weekend access/ pin coded door/ security is aware and walks through and checks student ID/ students sign in and out/ lab rules must be followed or privilege is taken away.
 - Alternative options raised by group discussion:
 - better utilization of time during the week during working hours
 - rock samples available in the library instead of lab access for these samples

ACTION: Colin to look into these options further.
2. Gas smell in OM 2800 block - Walter
 - Natural gas smell in the hallway occurs regularly. Walter says it is a piece of equipment that is not expensive to replace, but the work to replace it may be the cost issue that Facilities faces.
 - Janine stated that if this occurs regularly, it is not acceptable and should be reported/documentated so that it can be presented to Facilities as something needing to be repaired.

ACTION: Walter will start documenting occurrence.

E. Reports

- **Health and Safety Report**

- **Gordon –**

- Seven incidences reported in January, five from Nursing and two from Resp (clinical sites). So far only two incidences reported in February. Majority of incidences are strain, trip and fall, needle pokes.
- One of the numbers is wrong on the Safety Training Checklist For New Employees: Campus Security number should be 1111. The document states 5033 and 4404 are the numbers to call to reach Campus Security. **ACTION: Janine to have document updated online.**
- Website cleanup is occurring for OH& S.

- **Incident: Norm Reed Chem Lab**

- 4th year student in Norm's lab was handling material on Thursday with nitrile gloves on
- Friday morning: woke up with an irritation on the back of her hand
- Saturday: she went to walk in clinic as the rash had spread to her entire hand and there were glove borders evident
- Monday: Sharon Brewer took her to ER.
- Saw a dermatologist: cause remains unknown.
- Currently: It is getting better and she has volunteered to have it biopsied (Contact vs Infectious?)
- Dermatologist costs: She may be able to claim through insurance. Norm will send her to see Laurel Wale for appropriate insurance claim forms.

Next meeting: Wednesday, March 20th.