



Faculty of Science
Science Safety and Health Committee Minutes
April 19, 2023 online
Attendance August 2022 – June 2023

Y=Present

P=Proxy received

A=Absent

Name	Area	Aug 17	Sep 23	Oct 21	Nov 18	Dec 16	Jan 18	Feb 15	Mar 15	Apr 19	May	Jun
Sonia Walczak	VTEC	A	Y	Y	Y	A	Y	Y	A	Y		
Tara Geiger	VTEC	A	P	P	P	P	Y	Y	A	Y		
Kathy Baethke	Biology tech-Co-chair	Y	Y	Y	Y	Y	Y	Y	Y	Y		
Christine Petersen	Biology	Y	Y	Y	Y	Y	Y	Y	Y	A		
Michelle Boham	Chemistry tech	Y	Y	Y	Y	Y	Y	Y	Y	Y		
Christina Mohr	Chemistry (recorder)	A	Y	Y	Y	P	Y	Y	Y	Y		
Nisha Puthiyedth	Computing Science	A	Y	Y	P	Y	on	leave	-	-		
Yan Yan	Computing Science	A	O	N		L	E	A	V	E		
Catharine Tatarniuk	Engineering	Y	P	P	P	P	A	Y		Y		
Abril Fink	Engineering tech		Y	Y	Y	Y	A	A	A	Y		
Nancy Van Wagoner	Geology	A	A	A	A	Y	A	A	A	A		
Yehia Mahmoud	Math	A	Y	A	A	A	A	A	A	A		
Joanna Urban	Microbiology-Co-chair	Y	Y	Y	Y	A	Y	A	Y	Y		
Sheri Watson	NRS	A	Y	P	Y	A	Y	Y	Y	Y		
Colin Taylor	Physics	A	Y	Y	Y	A	Y	Y	Y	Y		
Janine Rostron	Respiratory Therapy	Y	Y	Y	P	Y	Y	Y	Left Committee			
Christine Miller	UEPrep	A	A	A	A	Y	Y	A	Y	A		
Resource members												
Sarah Martin	Health Safety Manager	A	A	A	Y	Y	on	leave	-	-	-	-
Tara Langley	Recorder	Y	Y	Y	left	com	mit	tee	-	-	-	-
Corinne Petersen	Administrative Rep	A	A	Y	Y	A	Y	A	A	A		
Henry Chan	OSEM	Y	Y	Y	Y	Y	Y	Y	Y	Y		
Steve Farrell	OSEM (for S Martin)						Y	Y	Y	A		

1. **Call to order:** 10:32
2. **Adoption of Agenda** **Moved by:** Sheri Watson **Seconded by:** Joanna Urban
3. **Review of Minutes from March 15, 2023**
4. **Adoption of minutes from March 15, 2023**
 - a. **Moved by:** Joanna Urban **Seconded by:** Abril Fink

5. Old Business

- a) **Committee member training** - WorkSafeBC / EAO – Training should be complete by the end of the year. Please send your certificates to Henry.

- b) **TOR** – Need to clearly define who the Employer representatives are. **Action: Kathy** will ask Corinne who else can represent the Employer. **Action: Henry** will ask other sub-committees what the Employer/Worker complement is.
- c) **HECHMET** barcode reminder – Joanna / public view only login – Henry. Reminder that anyone (students and staff) must remove the HECHMET barcodes on bottles that are being disposed of...and then remove from the system. If you receive an item, make sure the paperwork matches the item. Also make sure the barcode is attached to the container. If you move an item, you need to return it.
- d) **Toolbox Talk** – Henry: All committee members are on the Toolbox Talk in Weekly Safety Communications Teams group. Safety information is posted weekly (reports, recommendations, etc).

6. New Business

- a) **Inspections** – January (Kathy) 1st floor was done in March. Need to make sure all signage is put back up. Follow-up on washroom door locks – can not be opened from the inside without a key. Keys should be keyed to the master. (**Action: Christina** will check if building master opens the CSF). Anyone who needs to do inspections for May and June, make sure you do your inspections.
- b) **Chemical Waste** deadline May 1: **Action: Remind members of your department**, contact Isaac Stephens for waste removal assistance. Input the items in the Teams spreadsheet, and move items to the CSF.
- c) **Respirator training** course on Deltek / respirator fit test July 5/6 and sometime in the Fall. Henry has sent out emails to department chairs. There is respirator training in Deltek, the course takes approx. 20 min. If you can't make July fit testing, there will be another one in the Fall. Email Henry if you can make either of the dates. If you have a respirator, you must have your respirator fit-test every year. Henry will forward the course to all committee members. People who need the respirator: People working with dust/particulate, chemicals, lab animals, etc. Discuss with your department on whether a respirator is needed.
- d) **Biosafety Orientation** course being reviewed. Working on a self-directed course to make it easier for students to get the training.
- e) **Incident Report** – Henry March 15 – April 19th: Science had 2 incidents – a potentially infectious materials exposure and an exposure to chemicals.
- f) **Elevator Signs around campus**: Elevator safety – observe signage.

7. Meeting adjourned: 11:21 am

Next meeting: F2F - May 17, 2023 @ 10:30am in S373 IN PERSON