

**Faculty of Science and School of Nursing
Health & Safety Committee - MINUTES
January 27, 2014 at 2:30 – 3:30 pm in OM 2216**

Attendance Jan - June 2014

Meeting dates and times →			1.27	2.24	3.31	4.28	5.26	6.23	2014 Members
Chan	Janine	Resp/ Chair	☐						
Ford	Laura	Nursing	P						
Hammer	Trent	Chemistry	P						
Jyrkkanen	Stacey	OH&S	☐						
Karpluk	Janice	Admin	P						No need to attend
Maurits	Gordon	OHS	☐						
Noyes	Heather	Resp	☐						
Prescott	Walter	ARET/OM	☐						
Purdy	Susan	Bio	☐						
Reed	Norm	Chem	☐						
Robinson	Lesley	Math	☐						
Schumacher	Janie	U Prep	☐						
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 – with additions of:

- Fire extinguisher removed from S335 (Laura)
- Smells from s267

B. Adoption of past Minutes (Dec 2013)

C. Business arising from past minutes:

1) Chemical Storage Bunker Proposal Update: Stacey

I contacted the company (Safety Storage) that we want the exact same thing as UBC-O, got their specs from them. They will build to whatever specs we give them – 12 x 36 (~ 420 sq ft). They now have all the documentation and the question is where do we put it: the most logical being near the project room – out back door. Fire rating must be higher if located next to main building. Stacey/Gordon looking at cost for location/ s267 sq ft/ bunker sq ft when considering building a new storage bunker. There are other options but need to always consider aspects of safety/ transporting chemicals back and forth and the new campus plan. They will confirm how much cost it is to bring S267 up to code, how much heating/cooling cost for the bunker and monitoring of the building to the same standard. I met with Lincoln and he's going to get a consultant in to look at wall placement / concrete pad location.

Walter mentioned a “rammed earth” structure that is lower cost and may allow us access to green funds. He will talk to James Gu and Dale Parkes(ARET Faculty, Architect) to get in touch with Stacey about this structural idea and funding. Stacey will consult with the chemists and engineers we have at TRU.

2) Evening entry doors locked/ Any changes?: Nancy (not present)

3) S231A Smells update: Nancy (not present)

4) Chemical protocol document – Finalized?: Norm

It is not finalized. I've updated and all I need to do is the cataloguing. Our test strips are here, and they work. **ACTION: Carry over topic on agenda until finalized.**

5) Fume Hoods Needing to be ON continuously: All Committee Members to send message to their areas

There are two in Biology

ACTION: Susan Purdy will give room numbers to Janine

Are there any in Microbiology area that need to stay on all the time?

ACTION: Joanna Urban is going to check and email Janine

6) Worksafe Regulations for Harassment – Update?: Stacey

This has been handled through Hugh Macinnes' office (the Respectful Workplace and Harassment Prevention Policy which was included in Worksafe documentation). Stacey is trying to bring this information workshop to Science in April/May. Laurie Arnott is the contact for booking the sessions. Risk management officer not being hired until April 1st.

ACTION: Donna to contact Laurie to get information about setting up a session for our committee.

Additions to the Agenda (Old Business)

7) Laura Ford filled out a proxy regarding a missing fire extinguisher after the renovations to S335.

ACTION: Gordon was aware and is replacing it

8) Ongoing smells in s267 (Chemical storage room). No ACTION taken, but noted.

D. New Business

1) Date/time for Winter 2014 meetings – it is the **last Monday of the Month** (with the exception of June, it is the 3rd Monday) from **2:30 to 3:30 pm**

There was an incident where a student has asthma (induced by a scented product used by another student), the professor picked up the yellow phone for help and there was no service.

ACTION: You will now see black covers on all of the phones and all phones will be replaced as soon as possible (Stacey)

ACTION: Please remind your department, classes, etc. that we are a SCENT FREE building/University– put signs up, also take this information to Faculty Council

E. Reports

- **Incidents**

3rd floor of Old Main (Law): There have been people smoking outside on the wooden deck that has no railings,. Access to this area was due to the presence of thumb turn door locks. Gordon aware and getting locks changed so there will be NO public access to these areas. He is sending out emails stressing the urgency of this matter

- **Health and Safety**

Gordon: Here are the Incident Stats for the past 3 months:

November, 2013

- 3 Nursing: 2 First Aid incidents / 1 Student fainted from an MVA while travelling to practicum site
- 1 AHT: dog bite

December, 2013

- none

January, 2014

- 3 Biology: asthma attack/ fainting student/ cut finger
- 1AHT: hurt back

Total for 2013: 26 incidents

- 14 Nursing
- 6 Respiratory Therapy
- 2 AHT
- 4 General Science

REMINDER: Fire drills – this week (Wednesday & Thursday)

Question Lesley: OM Elevator Floor fixed?

Gordon: yes