

**Faculty of Science and School of Nursing
Health & Safety Committee
MINUTES - May 26, 2014**

Attendance Jan-June 2014

Meeting dates and times→			1.27	2.24	3.31 work shop	4.28	5.26	6.23	2014 Members
Chan	Janine	Resp/ Chair	☐	☐	☐	☐	☐		
Ford	Laura	Nursing	☐	☐	☐	P	■		
Hammer	Trent	Chemistry	P	P		☐	☐		
Jyrkkanen	Stacey	OH&S	P	P		P	☐		
Karpluk	Janice	Admin	☐	☐					No need to attend
Maurits	Gordon	OHS	P			☐	☐		
Noyes	Heather	Resp	☐	☐		n/a	n/a		
Prescott	Walter	ARET/OM	☐	P	☐	☐	■		
Purdy	Susan	Bio	☐	☐	☐	☐	☐		
Reed	Norm	Chem	☐	☐	☐	☐	P		
Robinson	Lesley	Math	☐	■	☐	☐	☐		
Schumacher	Janie	U Prep	☐	P	☐	P	☐		
Sorensen	Jacque	NRS	P	☐		☐	☐		
Taylor	Colin	Physics	☐	☐	☐	☐	☐		
Urban	Joanna	Micro	☐	☐		☐	☐		
Van Wagoner	Nancy	Geology	■	■		P	☐		
Walczak	Sonia	AHT	☐	☐	☐	P	P		
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: WHMIS training and TA's; Employee Orientation Form broken links; and update of solvent survey from Norm Reed

B. Adoption of past Minutes (4.28.14): adopted

C. Business arising from past minutes:

1) Bunker Update: Stacey

- Formation of a committee that included myself, Norm/ Lincoln and Stantec architect/engineers (mechanical, civil, electrical). The group toured s267A, the existing bunker and the proposed new bunker location. I drafted a report and sent it to Norm for comment
- Report outcomes
 - S267A: architecturally is not code-compliant for combustible items/HVAC/fire suppression. Would need approx. \$48,000 to bring up to code
 - Existing bunker: Architecturally sound; new doors needed; drain from eye wash and shower go to regular water system now and would need update; new holding tank needed and upgrades (~ \$21,000); tree roots have grown through drain and need to be removed/fixed; \$30,000 more to install cooling option. So, \$68,500 needed to bring bunker up to code.
 - New bunker: Prefabricated and includes shipping and plumbing but electrical would be an added cost : ~ \$145,000. The advantage of a new bunker closer to the building: all chemicals stored in one place and minimizing transport risks.

- There are 2 fridges outside of 267A that are for chemical storage currently. Where would the fridges be relocated to?
- **Question from Lincoln:** if they decide NOT to go with the new bunker, could they not keep all the chemicals with low boiling points liquid and have everything else out in bunker? This doesn't eliminate the transportation issue and having items you use day to day to walk out to the bunker.
- They don't want to do both S267 up to code AND the new bunker. One point is that we can make the bunker as big as we want and it is portable

2) Evening entry doors locked: Janine

Janine has sent an email to facilities/security about wheel chair access to elevator hallway in the evening hours and locking of doors prior to 10pm. There was discussion at the committee level about sliding door entryway and issues of freezing in the OPEN position in winter.

ACTION: Janine to make a recommendation to facilities to change the entry/exit doors to a different type, such as push bars.

3) S231A Smells update: Nancy

- Nancy to monitor when these smells (bathroom, chemical smells) occur
- Drain traps should be filled regularly with water by Janitors.

ACTION: Janine to email janitor@tru.ca (as they probably have new staff) and confirm they are pouring water into drain traps regularly.

4) ER Phone update: Gord

- Outside ER phone towers are installed / blue flashing lights on top
- Inside ER phones: awaiting transformers
- AHT will have an outside Black phone and inside Red phones

D. New Business (or items to be added to agenda)

- 1) Desk phone ER stickers are coming from the JOHSC. They will have ER phone numbers (911/ Health and Safety #/ Security #) and " procedural" information on them. Stacey will ensure each H& S committee receives sufficient stickers and distribution will occur via departments. **ACTION:** Stacey
- 2) WHMIS and TA Training : Questions raised from the committee about how to get TA's WHMIS trained. Stacey clarified it is \$30 cost per person. Historically, OH& S paid for many of us to get WHMIS trained. Ideally, OH & S should have its own WHMIS site to train " TRU Employees", but who will oversee this development? Who is responsible for paying this fee: Student TA? Department? Someone needs to pay the bill and it is NOT OH& S responsibility to cover the fee. **ACTION:** TAs are responsible to ensure they have WHMIS training for TRU employment.

ACTION: Janine will contact Lucille to find out what she did (it is available online, however it's \$30/pp – so do we make students pay? It is a requirement @ TRU when working with hazardous materials (eg. chemicals).
- 3) Orientation for new employees FORM: broken links
ACTION: Janine will contact Janice K to see if she has the original document.
- 4) Stacey and Gord's OH & S offices/TRU Wellness relocation: where "Community U" used to be (near HR) in the old facilities building.
- 5) Norm (proxy): Still finishing off the ether and related solvent survey:to be completed at end of June. Last sweep of chemicals for disposal will have removed those of concern in this category

E. Reports (Gord)

- 1) Science Faculty need to be more diligent in labelling hazardous waste – what's in it? If I don't know it's toxic then I have to treat it like it is toxic and there is increased cost.
- 2) All building computers have MSDS link loaded under “ popular links/favorites”
- 3) Incidents**
 - April: 1-RN (needle poke)
 - May: 3-RN (biohazard fluids in eye; physically struck by patient)