

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

1. Adoption of agenda
APPROVED and ADOPTED
2. Review of minutes from September 24th
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/
- 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 17th
- 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 1st. 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