

Faculty of Science

Science Safety and Health Committee Minutes

September 24, 2021 online

Attendance August 2021 – June 2022

Y=Present

P=Proxy received

A=Absent

<i>Name</i>	<i>Area</i>	Aug 20	Sep 24	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Sonia Walczak	AHT	Y	Y									
Tara Geiger	AHT	A	A									
Kathy Baethke	Biology tech	P	Y									
Christine Petersen	Biology	Y	Y									
Trent Hammer	Chemistry	Y	Y	L	E	F	T	C	O	M	M	
Michelle Bohem	Chemistry tech		Y									
Christina Mohr	Chemistry	Y	Y									
Nisha Puthiyedth	Computing Science	P	P									
Yan Yan	Computing Science	Y	Y									
Catharine Tatarniuk	Engineering	Y	Y									
Nancy Van Wagoner	Geology	S	A	B	B	A	T	I	C	A	L	
Yehia Mahmoud	Math	A	A									
Joanna Urban	Microbiology	A	Y									
Sheri Watson	NRS	Y	Y									
Colin Taylor	Physics	Y	Y									
Janine Rostron	Respiratory Therapy	Y	Y									
Christine Miller	UEPrep	A	Y									
Resource members												
Stephanie Lawrence	OSEM	Y	A									
Sarah Martin	Health Safety Manager	Y	Y									
Tara Langley	Recorder	Y	Y									
Corinne Petersen	Administrative Rep	Y	Y									

1. Meeting called to order: 10:30

2. Motion to adopt agenda by: Trent to add S203, Kathy adding hand sanitizers in hallway empty, Chem lab tech office, Christina Mohr adding laundering lab coats. Motion to Move: Kathy Seconded by: Christine Miller Passed

3. Review of Minutes from August 20, 2021: no changes

4. Motion to adopt August 20, 2021 minutes by: Trent Seconded by: Kathy Passed
Christine Miller: Abstained

5. Election of a new Chair/Co-Chairs:

- Kathy Baethke has stepped forward
- Joanna Urban will co-chair
- All in favor, no one else has applied.

6. **Old Business: Kathy took over Chairing meeting, Trent stepped off call, Joanna was not able to connect initially.**

a) **Chemical Management Software - Sarah and Stephanie:**

- Paperwork has gone through! We've joined Hechmet community
- Sarah is losing team member so has to re-hire, this will slow down process a bit, hoping to start by end of this year.
- U of Ottawa is helping us to build our program, then will start training and adding our chemicals into the system.

b) **Radiation Safety Officer: Colin - We have Joanne Rosvick as RSO.**

- Want to eliminate sources in the future but have RSO now.
- Sarah: must go through CNSC-contract out to Stuart Hunt who will go through proper process to dispose sources properly. Fines are heavy if not done right.
- Colin: in the past the gov't has told them to wrap in tape and dispose in garbage
- Sarah: rules changed 2 years ago due to negligence of reporting...need confirmation in writing for process.

c) **First Aid kits- Sarah:**

- Kathy: labs aren't allowed to have first aid kit?
- Sarah: first aid is provided by Paladin security- used to be provided by faculty but they weren't getting recertified, not manageable. A first aid kit can't be provided unless someone is trained to use it.
- Kathy: What if someone is hurt badly and bleeding, how do we help them? Sarah: you have to call security and use paper towel.
- Kathy: there is a first aid kit in CL2 lab-this needs to be removed then. Sarah: Yes it's probably very old. All security guards are level 1 certified, some are level 2. If you tell them how urgent it is, they will get to you right away.
- Joanna: this discussion happened years ago.
- Christine Petersen: field trips-need checklist forms, submit to office, instructors need first aid certification
Kathy: who checks that instructors are up to date on certification: Nobody does. Need a binder with field trip certificates in place, with instructor certifications by semester.
- Sarah: The Dean needs to manage department supervisors.
- Does TRU offer first aid courses? No. Has to be through government approved and accredited training body.
Kathy: maybe we want to host a training day twice a year at TRU for people. Sarah: might be easier to just do it yourself through someone in town.

7. **New Business:**

a) **Emergency Wardens**

- Sarah: lots of questions about them... the program has to be revamped and re-staffed. Current wardens were asked to recall vests and radios... so many were lost, there is no coverage at the moment. Less than 15% coverage. During recent fire drills, security and OSEM did building sweeps. Will send out info when they are ready to ask for more wardens and provide training.
- Joanna: do you have names that we had before? There is a list somewhere. Sarah doesn't have any info as Stacey used to keep this.
- Matt and Sarah's team will redevelop this program. List will be posted on OSEM SharePoint site to keep live updates.
- Catherine: can we use a fire extinguisher or do we have to call security? Sarah: if you know how to use it, and the fire is small, you can choose to. But Sarah would rather you pull the alarm and exit the building.
- Joanna: CL2 lab often has small fires with students-should those people working with them have extinguisher training? Sarah: its currently not required by law. Your job is not to put out the fire, but protect the safety of the students by exiting the buildings unless you are trapped and can't get out.
- Sarah is looking into extinguisher training through Deltek. It won't have a practical component but will go through rules, expectations and use. Joanna: this is important in Science when we are working with burners. Sarah would like to it make mandatory for employees working in these places eventually. Trades, Science. She is still working on this process.

b) **Other New Business:**

- **S203 door:** Archibus is in already since summer, Tara did another one three weeks ago- still not fixed.

- Joanna: 3rd floor women's washroom paper towel container is broken and it falls onto you when you pull the towel-facilities never fixed it for three years now. ***ACTION: Kathy will send Archibus for replacement again.***
- **Sanitizers in hallways are empty:** why aren't they being refilled? Contact janitor@tru.ca to get them filled-could be supply issue. If they can't refill you can get sanitizer bottles set out again.
- **Chem lab tech office: Kathy:** inside prep area: has ventilation been updated in that area?
- Christina Mohr: it has not been updated- shouldn't be a place you spend a lot of time. Kathy worried that previous tech used it as her main office but this isn't safe. Christina: the carbon scrubbers are in there but not sure last time they were replaced, supposed to be regularly but they aren't. S261 office draws air from somewhere in that area that could include the labs.
- Kathy: can we make that a storage space instead of an office? Christina: was supposed to be TA assignment storage, no one would be in there for an extended period of time. TA's need the computer in there to enter marks... how do we discourage ppl from being in there? Will think of ideas on what to do. Michelle (new Chem lab tech) has a desk in the S170 and this office space should be used by her instead of the office in the lab prep space.
- **Laundering lab coats:** Christina Mohr/Christine Petersen: Chem and Biol need to launder lab coats on site. In the past Christina and Christine have gone to laundry mat or taken them home to clean them. Has gained access to washer and dryer when nurses allowed them to use it.
- Student labcoats should be washed after each use.
- Janine: RESP has the washer and dryer now in S301, if you need to do wash, email her and can figure out a schedule. Student labcoats would be on a weekly basis or maybe every two weeks. Michelle the Chem tech and Dallas the Biol tech can reach out to Janine and make a schedule.
- Kathy: can you provide a schedule of open times? ***ACTION: Janine will send out schedule with empty time to Michelle and Dallas and Kathy.***
- Christine Petersen: coats aren't sanitized between each student, with COVID are we supposed to be cleaning them every time like we are sanitizing other things? Joanna: in microbiology they are still doing COVID protocols in CL2 lab. Each student has their own coat, puts into plastic bag in a bin. Sarah: lab coats aren't high risk transmission for the rest of lab spaces other than CL2, no need to isolate coats per student.

f) Incidents- Sarah/all: Microbi- Joanna had one but is in the process of reporting

- August light people presence on campus
- 3 incidents with employees, cut finger, 2 reportable injuries-both falls (field work, slip in front of Starbucks)
- Students: 2 injuries- one burn needing medical assessment (welding), minor thumb cut

8. Next meeting: ***ACTION: Tara will do doodle poll for next date Fridays of the month.***

9. Adjourned: 11:23