

Faculty of Science School of Nursing

Health & Safety Committee

MINUTES March 26, 2015 1000-1100/s309

Attendance Sept 2014-June 2015

Meeting dates →			9.23	10.28	11.25	Dec	1.29	2.26	3.26	4.30	5.28	6.25	2014-2015 Members
Chan	Janine	Resp/Chair	✓	✓	✓		✓	✓	✓				
Blackstock	Sheila	PROXY/Nursin					✓	✓	✓				New rep 1.29 to replace Laura Ford
Hammer	Trent	Chemistry	✓	✓	✓		✓	✓	✓				
Jyrkkanen	Stacey	OH&S					■	■	✓				(on leave until Dec 2014)
Karpluk	Janice	Admin							■				No need to attend
Maurits	Gordon	OHS	✓	✓	✓		■	✓	✓				
Prescott	Walter	ARET/OM	■	P	P		✓	P	✓				
Purdy	Susan	Bio	P	✓	■		✓	✓	✓				
Lettinga	Marten	Chem	■	✓	■		✓	✓	✓				New rep
Robinson	Lesley	Math	✓	✓	✓		✓	■	■				
Schumacher	Janie	U Prep	✓	✓	P		P	■	■				Iris Rich attended 1.29
Sorensen	Jacque	NRS	✓	✓	P		■	■	P				
Taylor	Colin	Physics	✓	✓	✓		✓	✓	✓				
Urban	Joanna	Micro	■	■	■		■	■	■				3.23.15: JC emailed her no longer a member of the SHSC due to 5 absences
VanWagoner	Nancy	Geology	P	✓	P		✓	✓	■				
Walczak	Sonia	AHT	P	P	P		✓	✓	P				Unable to attend Fall 2014 term
			✓										
Duggan	Bunny	Secretary / Minutes	✓	✓	✓		✓	✓	✓				

✓=Present ; P= Proxy received; ■=absent; R= reinstated; **Name**= Agenda Action Item

Inspection Reminders

- Fire Equipment Check Sheet Due Monthly - send to Gordon.
- Department Inspections Due: Jan, March, May, July, Sept, Nov.

A. Adoption of Agenda

B. Adoption of past Minutes (Feb 26.2015)

C. Old Business

1. TRU (Kamloops Campus) Chemical Storage Bunker Timelines Update

Stacey:

- **Walk through w/ Warren:** Warren Asuchak, Manager of Facilities, and Stacey did a walkthrough of the current Chemical Bunker and its location & s267 Chemical Storage Area. They discussed issues and potential risks to Faculty (who transport chemicals back and forth to the Science Bldg) and the TRU Campus. She mentioned past “bandaid” solutions to deal with the ventilation issues and lack of space for storage and suboptimal work space in the Chemistry Prep Area. Stacey said that Warren now better understands all of the issues that exist around current chemical storage and he said that a new bunker is the sensible and most cost effective thing to do.
- Flammable cabinets are used for storing chemicals properly in the s267 chemical storage area and will still require proper ventilation to operate as intended (flammable cabinets currently rely on their direct connection to running fume hoods for proper ventilation) even if a new bunker is built externally to the building.
- Stacey says budget is the most important consideration and this is the

start with Warren agreeing a new bunker is the best solution currently and taking this decision forward to administration.

2. Interim Bulk Chemical Delivery Protocol (ACTION: Trent)
 - Electronic copy of Bulk Chemical Delivery Protocol to be sent to Bunny and then added to minutes . **TABLED until complete.**
3. TRU (WmLk Campus) Chemicals Inventory Assessment and WHMIS Signage (ACTION: Gordon/Marten)
 - **TABLED until complete/Spring 2015**
4. **S269: Ground Fault Outlets Installation by Facilities**(Nov 18, 2014 (WOHS81798)
 - **TABLED until complete work order with facilities wait to hear from them**
5. **NMR and visual hallway alarm: Items to address from reports received**
 - **Trent nitrogen measurement:** N2 Dewar volume= 140,000 L and will fill the room 3x if it empties. Trent will meet with Tom O'Byrne to discuss measurement to assess risk to the rest of the building should the dewar empty itself.
 - **Compressed air tank (SCBA)** regular check out: SCBA needs to be sent away and be checked regularly.
 - **Currently Response to Alarm Situation:** Do not rescue the person who goes down in the room.
 - **Find out from alarm company the required calibration** or bump test frequency recommended: Trent mentioned that testing of alarm can be done with room air and a N2 mix to simulate a hypoxic mixture
 - **Current hallway Alarm Signage** needs to be corrected and relocated : needs to read: "Do not enter, " low oxygen" if light flashing"
 - **Stacey: need to perform a risk assessment on NMR use and write up safety procedure**
 - **ACTION: TRENT** to talk w/ Facilities about work orders after talking w/ Stacey.
6. **ARET and HOL 3D Printer Rooms: ventilation needed**
 - **Update Walter** (Camosun College inquiry) and **Update Janine** (Work-safe Inquiry)
 - No 3d Printer ventilation policies at Camosun. Their 3d room is separate from classrooms and has an exhaust fan. Kwantlen Polytech was contacted. Walter waiting to hear back from them. 3d printers need separate room and exhausting in the rooms. Janine inquired to Worksafe about 3d printers, The VOC monitor used by Facilities is ok, but probably not only test that should be done as NANO particles or other testing needs to be included. Particle counters are expensive according to Gordon. Questions/discussion by the committee members: Can we borrow or rent the particle counter vs buying? Currently our issue at TRU is the printers we are using we do not know what is being produced from them and exposing faculty/staff/student to . Can we do our own testing or just get information from other institutions? Maybe inquire at UBC, UVIC? Walter will contact them. We need to find out best practice and follow what others are doing.
 - ACTION Sue: after we have policies from Camosun, schedule meeting w/ Tom O'Byrne, Gordon and Sue to discuss ventilation issues. **TABLED until Walter reports.**
 - ACTION Gordon: investigate HOL 405 printer room & ARET printer and ventilation. **TABLED for next meeting.**
7. **Ventilation Reduction in Science Bldg: Jim Gudjonson, Director ESC**
 - **Update Janine:** Janine spoke to Jim about Martin's question and the "override issue" is eliminated.

8. Field trip forms feedback from NRS/Bio and subcommittee formation:

- TABLED until Jacquetta updates us on campus wide field trip meetings.
- **Update Janine:**
 - Steve Joly was contacted by Janine on ideas for addressing current issues. Steve reported that the original committee members (John K, Louis G and Steve) have dissolved the committee. They support a survey to see what the current practices are on the use of current Field Trip paperwork by faculty. Walter reported that ARET students will be signing off on the forms at the beginning of the year ; they are advised of the risks before each trip; general liabilities form is signed and then specific risks for each trip listed. What is avoided is a form being required for each trip. Medical form is completed once. These papers accompany the group on the trip. **Regular update of medical forms:** Committee mentioned: there should be opportunities to update the medical form regularly, after the original signing at the start of the year. **What level of first aid is needed?** Risk Assessment should be completed for all Field Trips which dictates the level of first aid required available. ARET trips to urban centres has bus driver who is trained in first aid during transport of students to worksite. Depending upon the final destination (urban centre, rural field trip away from medical services) require two different levels of first aid. Discussion ensued on various forms and situations, needs of each trip. **Sue suggested a meeting that involves Jacque S., Steve J., Walter P. and herself** to discuss and see what ideas they can come up with to ensure a “ Field Trip Process” that will be utilized and not be burdensome to those taking numerous field trips during a term. **ACTION: SUE** to report at next meeting.

9. Concrete stairs front of Science needing repair:

- **ACTION: TABLED** until Gordon reports job is complete(Spring). Warren states it will be done once the weather warms up.

10. Protocol/ improved communication about Contractors on campus :

- **UPDATE Stacey:** this has been brought to JOHSC and the recommendation (made on March 31) made that contractors sign-in at Facilities upon arrival on campus; pick up ID that must be worn on person; return ID and sign out at end of day. **Administration has 21 days to comply with this recommendation.**
- **Gordon to report when contractor orientation process complete.**
- **UPDATE Janine:** Donna has provided primary contact information to Stacey

11. Working Alone Protocol: **ran out of time. Not discussed. On agenda for next meeting.**

- Currently it was mentioned that nobody phones security and tells them they are working alone.
- More Importantly: Are research students phoning and letting security know they are working alone. This should definitely be monitored.

D. New Business

- **Colin 3D printer:** located in s264. Not worried about venting it right now. Trent checking to see if there is a particle counter available from worksafe.

E. Reports and Incidents: Gordon

- **WHIMIS :** New name is WHIMIS15; Dec 1 2018 is implementation date; Now just waiting for direction; New symbols are currently being used by Trent.
- **Incidence Reports**
 - 2 in January, 4 in February (3 from RT; 2 from Nursing; 1 AHT)
 - Needle pokes, biohazard exposure, CPR legged slipped/leg sprain, passed out in class.
 - Clinical site coordinators (Nursing, RT) need to report incidences earlier as their reports are coming too late.