

**Faculty of Science and School of Nursing
Health & Safety Committee
March 12th, 2012
MINUTES**

Attendance January to June, 2012

Carmen Tattersfield, Grad Student unable to attend this semester

Meeting dates and times→			Jan 16	Feb 13	Mar 12	April 16	May	June	2011-2012 Members
Anderson	Debby	Nursing	☐	☐	☐				
Bladon	Kevin	NRS	☐	☐	☐				
Chan	Janine	Resp/ Chair	☐	☐	☐				
Fardy	Carolynne	Micro	☐	☐	☐				
Jyrkkanen	Stacey	OH&S	☐	■	■				
Karpluk	Janice	Admin	P	P	P				
Klein	Ken	Geology	P	P	P				
Larsen	Karl	Grad Studies							
Maurits	Gordon	OHS	☐	☐	☐				
Noyes	Heather	Resp	☐	■	P				
Prescott	Walter	ARET/OM	reinstated	☐	P				
Purdy	Susan	Bio	☐	☐	☐				
Reed	Norm	Chem	☐	☐	☐				
Robinson	Lesley	Math	■	■	☐				
Schumacher	Janie	U Prep	☐	■	☐				
Walczak	Sonia	AHT	P	P	P				
Weremczuk	George	Physics	☐	■	☐				
Donna Dallas: Minutes			☐	☐	☐				
Comments									

☐=Present P= Proxy received ■=absent

A. Adoption of Agenda - adopted with additions

- **Guest Visit: Lian Dumouchel and International Safety Standards Development Abroad for TRU**

Our university is silent when it comes to a policy on Student safety when off campus (practicums, research, field), so I've been tasked with forming a Steering Committee and making a policy for this. There is a draft now (researched what other universities are doing) and I asked Stacey Jyrkkanen who the experts are and she said Science and Adventure Studies have written their own procedures. So I'm here to give you information and ask if we could use your standards in our general document. We want some guiding principles and use you as base. YES, was consensus at the meeting, go to the internet & P:/ drive.

Initially it was the student abroad activities – student exchanges, field schools, field trips, research – and then we were asked, why are you not including our domestic students? We need to do our due diligence for ALL students, so graduate students as well and I will be collaborating with the Research Office.

Lian will send the draft policy to Donna to send out to the H&S committee for feedback

B. Adoption of past Minutes (February 2012) – adopted with minor additions

C. Business arising from past minutes:

1. Facilities

a. Anti Idling Update:

- Anti Idling signage location for Science Building and Campus: (Janine)
(Emails from Tom O'Byrne and Tom Owen)

>>> Tom O'Byrne 03/12/12 10:38 AM >>>

Hello to all, There is a "Shut Vehicle Off" sign in the loading bay at the clock tower. This is located under the air intake for one of the main fan that serves the floors 1 and 2. There used to be a sign in the loading bay for the CATC. Its not there now but there should be one there as there is an air intake for the fans there. I am not aware of any other locations that have any signage.

Regards,
Tom

>>> Tom Owen 03/09/12 11:02 AM >>>

Thanks Janine,

Nice to hear from you. The EAC started to develop an anti idling policy a couple of years ago but it grew into a much larger vehicle management policy and collapsed of its own weight. Our energy conservation responsibility is restricted to TRU owned and leased vehicles so it probably would not address the intake issue. I remember that Facilities put anti idling signage at key locations on campus. If they didn't get all of them I am sure that they would be more than willing to put up additional ones where there are intakes.

I hope that this is helpful.

Regards,
Tom

- Anti Idling signage: Campus locations that signage is not needed (Janine)
(Email from Lincoln Chua)

Hi Janine, Malcolm Henry can best reply to the location of the "no Idling" signs in the car parks at Science.

If this "No Idling" sign were to be campus-wide than rather than mention what lots should be included its easier to mention what lots can be **excluded** and they are: **P, I, W, T, N, E, V, and U.** Map enclosed.

lc

See this link (copy and paste into your internet browser) for map:

http://www.tru.ca/_shared/assets/Campus_Map9003.pdf

- JOHSC report on anti idling: Susan Purdy – not done yet, but will be discussed at next JOHSC meeting (where intake vent locations are from JOHSC from all the buildings)

ACTION: Susan to report at next H & S Meeting

b. Facilities Work Orders Update: Janine/Done

Facilities is finding the follow-up paperwork is overwhelming for the individual completing work orders. Work Order # are being sent to those requesting Facilities support.

Faculty/Staff are directed to call Anne at Facilities for follow-up information as needed on work orders. Have your work order # available to give to Anne (local 5388)

2. Science Sensitive Mail Delivery: DONE

- **Update:** Janice K re: centralization of deliveries for: Chemistry, NRS and other departments for central location. See attached list of departments, faculty and location of deliveries.

3. Invasive species waste disposal: Ongoing

- **Update:** Kevin (NRS) disposal of invasive species: NO updates

4. AHT and Hearing Impaired Signal for Active Fire Alarm: Ongoing

- **Update:** (Gord) I contacted Lincoln for putting in a strobe light and I haven't heard back, but I don't see any problem with it except the cost involved

5. BEAN ME UP computer lab incident: Done

- **Update:** Gord re: Phone access and signage

3 phones are located in or near this area for emergencies: (1) Payphone, (2) Regular desk top phone in the computer lab, (3) Yellow ER Phone 8 feet down the hallway. Signage is in Bean Me Up Computer room indicating ER Numbers to call.

D. New Business

1. Hand sanitizer bottles: Facilities was concerned that people were stealing them so they weren't replacing them. They are back to re-stocking them on a trial basis in Science.
2. Cleaning issues: Discussion of the cyclical problems we have in our building with consistency in levels of cleanliness
ACTION: Invite Warren to our next meeting for some solutions
3. Ceiling tiles (Walter P reported): Classroom OM 2740 & 2652 tiles and and T-Bar loose and may fall
ACTION: Gord to investigate
4. Gas shut offs in 1st year labs (Norm): Current system has slider that prevents a full shut off from occurring for the natural gas system in this lab. Can we get rid of the slider? (S269?)
ACTION: Gord to check into it, look at Carolynne's as well

E. Reports

a. Health and Safety

- Reminder about NAOSH week (May 6th – 11th). We talked at JOSH meeting and got some good ideas, and we are looking for suggestions from you as well as to ideas and things to do such as presentations, lunch & learns, breakfast to kick off at the CAC. It is campus wide and we will be publicizing it

b. Incidents

- No incidents in February (still need Les Mathews report)