

**Faculty of Science and School of Nursing  
Health & Safety Committee - MINUTES  
February 24, 2014**

**Attendance Jan - June 2014**

<b>Meeting dates and times →</b>			<b>1.27</b>	<b>2.24</b>	<b>Work shop</b>	<b>4.28</b>	<b>5.26</b>	<b>6.23</b>	<b>2014 Members</b>
Chan	Janine	<b>Resp/ Chair</b>	☐	☐					
Ford	Laura	<b>Nursing</b>	<b>P</b>	<b>P</b>					
Hammer	Trent	<b>Chemistry</b>	<b>P</b>	<b>P</b>					
Jyrkkanen	Stacey	<b>OH&amp;S</b>	☐	☐					
Karpluk	Janice	<b>Admin</b>	<b>P</b>						<b>No need to attend</b>
Maurits	Gordon	<b>OHS</b>	☐	☐					
Prescott	Walter	<b>ARET/OM</b>	☐	<b>P</b>					
Purdy	Susan	<b>Bio</b>	☐	☐					
Reed	Norm	<b>Chem</b>	☐	☐					
Robinson	Lesley	<b>Math</b>	☐	■					
Schumacher	Janie	<b>U Prep</b>	☐	<b>P</b>					
Sorensen	Jacque	<b>NRS</b>	<b>P</b>	☐					
Taylor	Colin	<b>Physics</b>	☐	☐					
Urban	Joanna	<b>Micro</b>	☐	☐					
Van Wagoner	Nancy	<b>Geology</b>	■	■					
Walczak	Sonia	<b>AHT</b>	☐	☐					
Dallas	Donna	<b>Secretary/Minutes</b>	☐	☐					

☐=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** - approved with additional issues to discuss:

- Fire extinguisher in S335
- Issues continuing from the chemical storage, room S267
- Issues of retrieving chemicals from the bunker and environmental control of the bunker in general
- March 31<sup>st</sup> is the Harassment Prevention/Respectful Workplace Workshop

**B. Adoption of past Minutes** (January 2014)

**yes**

**C. Business arising from past minutes:**

- 1) Chemical Storage Bunker Proposal Update: **Stacey**

We now have a proposal, the quote was approximately \$100,000.00. I will follow up with Lincoln

- 2) Evening entry doors locked/ Any changes?: **Nancy**

Tabled to next meeting as Nancy is absent

- 3) S231A Smells update: **Nancy**

Tabled to next meeting as Nancy is absent

- 4) Fume Hoods Needing to be ON continuously report: **Sue (Bio) / Joanna (Micro)**

Room S364 and S372 need to be on (from Sue)

Joanna will bring room numbers for Micro to next meeting

5) Respectful Workplace and Harassment Prevention Policy Workshop Update: **Donna**

It will be Monday, March 31<sup>st</sup> (2:30 – 4:30 pm) **ACTION:** Donna will get a room and invite everyone from this Committee and open it up to other Safety Committee's

6) **CARRY OVER Until Complete:**

- Chemical protocol document: **Norm**

There has been progress, when I have the final report (catalogue of what we have) I will email it to Donna

D. **New Business**

**ACTION:** Gord will follow up with fire extinguisher in room S335

**Trent:** Continuation of odors from chemical stores. Issues of retrieving chemicals from bunker. Long distance and safety of area around the bunker are of concern. No air conditioning of bunker in the summer. Topic: chemical storage – opinion: bunker replacement required closer to building

**NORM:** the chemical storage beside their offices and ventilation – didn't facilities close off the ventilation? We did get a message from Lincoln that they would leave the fume hood (exhaust – passively chemical before getting into the offices) – why is there?

Since we did our big purge a couple of months ago, I've noticed a substantial reduction in the smells - to me anyways

If the fume hood is not removing things, wouldn't the piping pull from a distance?

**ACTION:** Janine to raise this question with Lincoln

E. **Reports**

- **Incidents**

- There was one more for January (a slip and fall in WLAKE – Nursing student)
- In February there were 2 incidents – RESP students (needle poke and shoulder strain at Kelowna hospital)

- **Health and Safety**

- A RFP went out for the emergency phones – we have gone ahead with a company from Vancouver. By March 28<sup>th</sup> they will be on site in the Warehouse (we wanted to pay for them before end of fiscal). There are a total of 40 phones (about \$64,000.00 to replace which doesn't include the labour). The ones that are marked for removal will be replaced - same ones as on the poles outside (one for Science parking lot coming soon). The phones inside the buildings will be red and white (emergency theme)

**ACTION:** Stacey will check with Boyd (ITS) to move the TELUS payphones with S for security

- 3,000.00 budget for designated non-smoking areas. There will be benches and ashtrays and shelter (gazebo)
- New emergency management policy (updated from 2004 with more rules/responsibilities): final reading and will be out shortly