

**Faculty of Science and School of Nursing
Health & Safety Committee MINUTES
Monday, October 7th, 2013**

Attendance Aug-Dec 2013

Meeting dates and times →			8.27	9.23	10.7	11.18	12. 16	2013-2014 Members
Chan	Janine	Resp/ Chair	☐	☐	☐			
Ford	Laura	Nursing	■	■	P			
Hammer	Trent	Chemistry			☐			New member
Jyrkkanen	Stacey	OH&S	☐	■	■			
Karpluk	Janice	Admin						No need to attend
MacKay	Andrew	Grad Studies Bldg	■	■	■			
Maurits	Gordon	OHS	☐	☐	☐			
Noyes	Heather	Resp	■	■	■			
Prescott	Walter	ARET/OM	■	■	■			
Purdy	Susan	Bio	☐	■	☐			
Reed	Norm	Chem	■	■	☐			
Robinson	Lesley	Math	■	☐	■			
Schumacher	Janie	U Prep	☐	■	☐			
Sorensen	Jacque	NRS	☐	■	☐			
Taylor	Colin	Physics	☐	■	☐			
Urban	Joanna	Micro			☐			New member
Van Wagoner	Nancy	Geology	■	■	☐			
Walczak	Sonia	AHT	☐	■	P			
Dallas	Donna	Secretary/Minutes	☐	☐	☐			

☐=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.

* **Reminder – these were due last month (September)
Due every two months**

A. Adoption of Agenda – with additions (see below – under D. New Business)

Welcome to new committee members: Trent and Joanna – please note the dates for the rest of this semester are at the top of the Agenda

B. Adoption of past Minutes (Aug 2013) – approved

C. Business arising from past minutes:

1) **Meeting dates for Fall Semester**

- See Attendance Table above for dates: Mondays, 1230-1320, S301 Science

2) **Chemistry Storage Area (off of s267) and Bunker updates:**

- a. Circulation of air from this chemical storage area: Janine spoke to Lincoln and air in this storage area is circulated to other rooms. There are currently issues of chemical smells again and finding a solution to optimizing the storage of chemicals has been and continues to be an ongoing problem that needs resolution.

Gord – Updates on UBC-O visit by Stacey:

- Stacey saw the UBC-O chemical storage area on a visit. **OUTSIDE STORAGE:** The storage unit is a steel building specially designed for this purpose: graded floor, temperature controlled, a special foundation to contain a spill, eye wash station, shower, counter space plus cupboards, two doors with ramps for hauling things in/out. We would just need to establish the foundation. Possible location could be south side of Science Bldg. – our company that does our waste removal suggested that we talk to UBC-O. **INSIDE STORAGE:** they have a much larger storage space inside their building as well – they have yellow cabinets and shelving off their prep room, and a separate ventilating system for their yellow cabinets (stored by class not alpha order) they have more room and it's alarmed – in case of depleted oxygen, etc.
- Discussions about cost differential to go with new outside storage only and use trolleys to move chemicals back and forth from lab prep areas (~ \$10,000 for electrical and plumbing renos/could we use Trades Students to decrease cost? Timelines using Trades Students could prolong the finish date b/c they have other projects on the go) OR renovate existing indoor storage area.
- New is the same costs as if we renovated existing and new would be a lot better
- In discussions w/ Lincoln, his concerns are slope stability and proximity to the Science Bldg.
- Projected costs of his type of outside storage unit: Consultants say \$80-90,000, Lincoln said over \$200,000
- OH&S has more meetings planned with Facilities (Warren, Lincoln, and Les). If consultants are pulled into this planning process, it will increase the expense of the project. OH&S will see what happens

ACTION: Stacey

- o talk to Trent and Christina to let them know what kind of document they need for history of the problem, dates, etc.
- o get a quote on a bunker
- o ask Lincoln: cost for proper heating, cooling and monitoring the current bunker

ACTION: Sue to take documentation of storage issues to JOHSC when appropriate

- 3) **Yellow Phones/ Question for Stacey:** 90% of these phones, due to age, are in-op. What is the campus plan?

Trent had an incident in lab that required calling first aid. Yellow Phone was in-op near s237 and he wasn't aware/nor was there any signage to alert individuals to this. Discussion clarified numbers to dial for assistance and need for signage on the phones.

ACTION: Gord to put signs on them – NOT WORKING.

ACTION: Donna to send message to the division so that everyone is aware: (sent 11/1/13)

If using a TRU phone – dial "1111" as per the regular procedure

- If using a cell phone for **non-life** threatening situations, call Switchboard at # **250-828-5000** (Switchboard sends Security and a Level II First Aid Attendant)
- **If it is a life threatening situation, dial "911"**
- Level I First Aid Attendants in the Science building are: Nadine Cornell in office S212, local 5467 (828); and Dan Bissonette office S142, local 5416 (828)

PLEASE NOTE: ** There is a small silver button on the **PAY PHONES** (there are two in our building) below the # pad marked "**S**" and "Security" in fine print below) that will connect you to security for no cost **

ACTION: Each committee member: take this information to your department meetings to advise of information and status please

D. New Business

1. Nancy Van Wagoner: Locked entry doors during evening teaching hours and air quality issues

s231A: I teach at night and the glass sliding door near my office and classroom (S231/233), gets locked. This is a safety issue, if there was a fire and I believe it is a law (building code) that it has to stay unlocked as it is a public building. It has also been stuck open which is an energy and safety issue.

ACTION: Nancy has contacted facilities on this issue.

- Also, the air quality in the area of S231A needs to be looked into

ACTION: Janine to contact Tom O'Byrne.

2. Norm Reed – Update on old Ether and THF found in the chemical storage bunker:

- Trent discovered old bottles of ether in the bunker that presented a danger of explosion if there had been any crystallization present. Bunker was off limits until proper testing and removal occurred. To prevent this from happening in the future, protocol to keep better track of chemicals storage and expiry dates and chemical use will be developed and test strips will be implemented to ensure the chemicals are safe to use.

ACTION: Norm to write the protocol, send to Gordon and share with committee members to take back to departments. Trent has a list of sourcing to get test strips from.

3. Fumehoods and Generators:

- In a Science Bldg power outage: fumehoods need to be reset and restarted as they don't turn on automatically. We need to identify those hoods that MUST be kept running during a power outage.
- The committee was told that TRU is maxed out for backup power in case of emergency. In a planned power outage, extra generators are brought in, but what happens in an emergency? Science and Culinary Arts require a lot of power.
- Committee members to talk to their people in their departments about reset/restart.
- Contact Lincoln Chua about keeping the S271 fumehood on all the time

ACTION: Janine to Facilities about s271 fumehood being ON ALWAYS.

ACTION: Committee members to talk to department members about reset/restart needs AND bring a list of any other fume hoods needing to run continuously during a power outage.

4. Janie Schumacher:

- East south side of Old Main building : rain water is dripping off of roof to pavement (this was a problem identified last year). No down spout noticed.

ACTION: Gordon to investigate.

5. Jacque Sorensen:

- Museum fumehood not working (off of class s372). Just discovered this prior to this meeting.

ACTION: Donna emailed them Oct 7, 2013 and cc:'d Janine and Jacque

6. Joanna Urban:

- There was a natural gas leak incident 3rd floor of Science while roof repairs were being done. Joanna went home with a bad headache

ACTION: Joanna writing an incident report

E. Reports

• Health and Safety

One incident with a student in Chemistry (Trent writing report to Gordon)

One incident with Faculty (Joanna writing report to Gordon)