

Faculty of Science
Science Safety and Health Committee Minutes
January 18, 2023 online
Attendance August 2022 – June 2023

Y=Present

P=Proxy received

A=Absent

Name	Area	Aug 17	Sep 23	Oct 21	Nov 18	Dec 16	Jan 18	Feb	Mar	Apr	May	Jun
Sonia Walczak	VTEC	A	Y	Y	Y	A	Y					
Tara Geiger	VTEC	A	P	P	P	P	Y					
Kathy Baethke	Biology tech-Co-chair	Y	Y	Y	Y	Y	Y					
Christine Petersen	Biology	Y	Y	Y	Y	Y	Y					
Michelle Boham	Chemistry tech	Y	Y	Y	Y	Y	Y					
Christina Mohr	Chemistry (recorder)	A	Y	Y	Y	P	Y					
Nisha Puthiyedth	Computing Science	A	Y	Y	P	Y	on	leave				
Yan Yan	Computing Science	A	O	N		L	E	A	V	E		
Catharine Tatarniuk	Engineering	Y	P	P	P	P	A					
Abril Fink	Engineering tech		Y	Y	Y	Y	A					
Nancy Van Wagoner	Geology	A	A	A	A	Y	A					
Yehia Mahmoud	Math	A	Y	A	A	A	A					
Joanna Urban	Microbiology-Co-chair	Y	Y	Y	Y	A	Y					
Sheri Watson	NRS	A	Y	P	Y	A	Y					
Colin Taylor	Physics	A	Y	Y	Y	A	Y					
Janine Rostron	Respiratory Therapy	Y	Y	Y	P	Y	Y					
Christine Miller	UEPrep	A	A	A	A	Y	Y					
Resource members												
Stephanie Lawrence	OSEM	Y	Y	A	A	Y	left	TRU	-	-	-	-
Sarah Martin	Health Safety Manager	A	A	A	Y	Y	on	leave	-	-	-	-
Tara Langley	Recorder	Y	Y	Y	left	com	mit	tee	-	-	-	-
Corinne Petersen	Administrative Rep	A	A	Y	Y	A	Y					
Henry Chan	OSEM	Y	Y	Y	Y	Y	Y					
Steve Farrell	OSEM (for S Martin)						Y					

1. **Call to order:** 10:32 am
2. **Adoption of Agenda** Moved by: Christine Petersen Seconded by: Sheri Watson
3. **Review of Minutes from December 16, 2022**
4. **Adoption of minutes from December 16, 2022**
 Moved by: Kathy Baethke Seconded by: Colin Taylor
5. **Old Business**
 - a) **Inspections Training (OSEM):** Aiming for a spring training session. Will send out a notice in the spring. Any inspections being done before the next

training session – people who have not done the training, Henry will accompany on the inspection to provide assistance if required.

- b) Update - TOR mini committee (Kathy, Nisha, Colin):** Is posted on the Teams site. Can provide comments there. Would like the rest of the committee members to review and add comments. Would like to finalize after discussion at February 15th meeting.
- c) Formaldehyde in NRS and Biology – Kathy:** Formaldehyde found in 370A has been sent away with December hazardous waste pickup.
- d) F2F, Hybrid, Virtual: Motion** for virtual meetings for rest of semester and face-to-face in May and June meetings was passed. Kathy to book meeting room(s) **Action: Kathy**
- e) December inspections – Tara G:** Vtech building and outside of Science building were inspected. Inspection documents located in Teams **Suggestion:** Anything that is found in an inspection – inspectors send in an Archibus request, and let your area know about it. Make note of the date of the Archibus request and the work order # gets added to the inspection sheet that gets uploaded to Teams. When submitter gets notified that the work order has been completed, that can be also added to the inspection sheet.
- f) Elevator Certification – Kathy** Certificate posted to Teams site.
- g) Eyewash bottles – S365 hallway (Kathy) –** plenty of space to go to S365 prep area, chemical storage room (Isaac) – Michelle to check with Isaac if this has been done. Henry has contacted Trent and Isaac regarding replacement of cracked eyewash container.
- h) Label maker – Kathy –** has been ordered.
- i) Footwear in Science Building – OSEM –** you have to wear something that protects your feet – something that is soled. Want instructors to enforce this. In the lab, absolutely have to have the appropriate footwear. Chemicals and sharps. **Action: Steve Farrell** to send email to committee with links to policies posted publicly at TRU. There appears to be no prohibition of someone walking through the hallways without appropriate footwear.

6. New Business

- a) Chemical storage facility break-in and attempted break-in to dispensing room – Christina:** The centre room in the chemical storage facility (CSF) was discovered to be accessible without a key. Once discovered, Facilities was immediately notified. However, nobody else was. We need a set of protocols and procedures when incidents related to hazardous materials are involved. **Action: Henry** to investigate protocols/procedures.
- b) Air Quality Science Bldg Evacuation –** Friday Jan 13th, 2023. Gaps in our process: Sequence of events: Fire alarm was pulled by facilities, system was overridden and Emergency Responders not notified. This led to Security not being notified. Two Marshalls cleared their floors but didn't get any

notification/clear instructions. There was no communication from second or first floor Marshalls. OSEM only had one staff member on campus at the time which led to no initial notification on the TRU Safe alert system. A notification was sent out when all clear – after Henry found out how to access the system. **Action:** **OSEM** (Steve) to investigate creating a set of protocols to avoid similar issues in the future. Steve will also be having a debrief meeting with fire wardens. Follow-up at next SSHC meeting.

- c) Incident Report – Steve: 4 burns in Trades, 1 cut in Nursing, 1 personal medical. Jan – 5 already, and of these, four were falls. Be careful and reinforce and ask for salt where icy.
- d) Tabled for next meeting CL2 Lab biosafety training and ongoing issue of equipment removal from CL2 Lab

7. Meeting adjourned: 11:34 am

Next meeting: February 15, 2023 @ 10:30am on Teams