

UNBC LAB SAFETY COMMITTEE MINUTES

DATE: December 16, 2024

Time: 1:00pm – 2:00pm Meeting hosted via MS Teams

Attendees:

Alina Constantin—Co-Chair, Sr. Lab Inst (FOHHS)
Hossein Kazemian – Assoc Prof GEES (NALS)
Sydney Cruch— Manager, Animal Care and Welfare
Logan Cochran – NUGSS Rep
Oliver Iorhemen -Asst Prof EENG (FOSE)
Maik Gehloff – Sr. Lab Instructor WIDC Lab (FSE)
Scott McMillan – Manager of OH&S
Thya Warren – Safety Officer
Jordan Wilbey – Chemical Safety Officer / RSO
Mike Bell – Lab Operations & Infrastructure
Harpreet Johnson – Recording Secretary

Absent:

Kaila Fadock—Committee Chair, Sr Lab Instructor(FSE)
Angus Modum— Grad Rep
Saphida Migabo – ESM (FOE)

1. Meeting Called to order – 1:05pm

2. Territory Acknowledgement – Maik

3. AGENDA

- Approved by Sydney and Oliver. Adding incident that was recent (Scott). Approved

4. APPROVAL OF MINUTES – November 2024

- Approved by Sydney and Thya. All in favour.

5. SAFETY OFFICER REPORTS

a) Chemical Safety Report – Jordan

- Still waiting with incident report from Stephen Radars student – Jordan will reach back out to him for a follow-up.
- Jordan: The incident that Scott just sent over, it did not occur on campus, would we be responsible for anything?
- Scott: We would still report it to Work Safe if it was a bad incident. This was just a First Aid incident. It was a bitumen oil/water mixture. It was a research associate, so it would be an employee.
- This incident occurred down in the lower mainland at Keystone Environmental.
- Lab inspections are done! Just a few reports to finish up and once those are complete, Jordan will upload them onto the Teams folder.
- Jordan: Out of 152 spaces, there were 116 reports completed! Some of the spaces were combined for the reports.
- Thya: How are they posted in Teams?
- Jordan: They are separated by buildings and then rooms.
- Great work Jordan and Mike!!!

b) Biological Safety Report – Mike

- Nothing to report.

6. BUSINESS ARISING -

a. Safety policies of students working outside of campus

- Tabled for next month, January. No new updates.

b. January meetings time/day

- Jordan will send out a poll to determine a day and time that works best for everyone in January.

7. NEW BUSINESS

- Thya: Scott and Thya were talking about the quarterly fire drills going for next year. For March, June, September and December. Scott received everyone's exam schedules this morning.

- Scott: This is on the downlow – Tuesday, March 11th, 2025, would be a good day in the morning for Lab 4 and Lab 8. June 10th, 2025, morning looks good. September 9th, 2025, in the morning. December is the tricky one, but it looks like December 4th, in the morning.
- Hossein won't be here next year as he is on Sabbatical.

8. ROUND TABLE DISCUSSION:

9. MEETING AJOURNED AT: 1:23pm

ACTION ITEMS

Item #	Description	Who	Action
1	Options for replacing mercury thermometers. Send out notices to labs regarding usage of thermometers and phasing them out.	Mike/Jordan	completed
2.	Safety policies of students working in research facilities outside of campus	Scott	ongoing
3.			
4.			

NEXT MEETING DATE: TBD

TIME: 1:00PM – 2:00PM – MS TEAMS - *UNLESS OTHERWISE NOTED*

UPCOMING MEETING DATES: