

UNBC LAB SAFETY COMMITTEE MINUTES

DATE: June 12, 2023

Time: 9:00am –10:00am Meeting hosted via MS Teams

Attendees:

Tammy Klassen-Ross, Chair Sr. Instructor HLSC (FOHHS)
Alina Constantin—Co-Chair, Sr. Lab Inst (FOHHS)
Kaila Fadock – Sr Lab Instructor (FOSE)
Maik Gehloff – WIDC Lab (FOSE)
Oliver Iorhemen -Asst Prof EENG (FOSE)
Scott McMillan – Manager of OH&S
Conan Ma – Chemical Safety Officer / RSO
Jennifer Skaar – Recording Secretary

Absent:

Saphida Migabo – ESM (FOE)
Hossein Kazemian – Sr Lab Instructor (NALS)
Angus Modum– Grad Rep
Lukas Dauksas – NUGSS Rep
Sydney Cruch– NHSRF Coordinator

1. Meeting Called to order – 9:05am

2. Territory Acknowledgement – Tammy

3. AGENDA

- No additions or changes. All in favour

4. APPROVAL OF MINUTES – May 15, 2023

- Request to remove action item #3 fume hood accommodation as this was resolved- Kaila.
- No changes or corrections to the minutes– motion to approve Oliver & Kaila. All in favour.

5. SAFETY OFFICER REPORTS

a) Chemical Safety Report – Conan

-There was a spill on May 17, 2023 – Nitric Acid bottle was dropped, the spill kit neutralized and cleaned up. Two people had minor burns and went for first aid but declined further medical treatment. The people involved knew what to do to mitigate the incident and were wearing proper PPE. Recommendation for future, placement of the bottle in a bucket when moving to contain a spill and reduce or eliminate splash. The incident provided opportunity to reinforce procedures and protocols.

-Fume hood certifications are scheduled to be completed shortly. Conan is not sure yet if there is a person from Facilities who can assist with the certificate process. Request for Conan to send notification of the fume hood certification to avoid conflict with summer classes.

-Conan will also be working on organizing the hazmat waste collection.

b) Biosafety Officer – Conan

-No biosafety incidents to report and no permits submitted.

-Bio Safety Cabinets certification will be coming up. Generally coordinated by the bio-safety officer but the Animal Care Manager will be arranging this year.

6. BUSINESS ARISING

a) Terms of Reference Review – Tammy

-Tammy reviewed the recommended changes to the TOR and the updates in the language to address those changes.

-Kaila motioned to approve the TOR with all the changes as indicated, seconded by Scott. All members in favour, none opposed. Motion carried and Terms of Reference adopted.

7. NEW BUSINESS – None

8. ROUND TABLE DISCUSSION:

-Scott asked about lab inspections at remote campus locations? Conan advised that there is a fume hood that he inspects at the QRRC site in Likely, BC. Verified there are no chemical labs to inspect in Terrace or Fort St John. Tammy verified that the inspections take place at the hospital sites but there is nothing at the other locations.

-No other comments brought forward.

Tammy reminded that the Lab Safety Committee would adjourn until August unless a special meeting was warranted in which case she will forward an email.

9. MEETING AJOURNED AT: 9:40am

ACTION ITEMS

Item #	Description	Who	Action
1	Review of the Visitors to Labs policy –currently in draft	Safety Office	Tabled for response from Safety
2.	Service dogs in lab space policy	Safety Office	Tabled for response from Safety to align with the UNBC animals on campus policy.
3.	Classification of Lab Space	Safety Office	Tabled for input from Safety.
4.	Procedure for UNBC Labs under Evacuation	Safety Office - Emergency Ops	Under development as part of the emergency operations.

NEXT MEETING DATE: AUGUST 14, 2023
TIME: 9:00AM TO 10:00AM – MS TEAMS - UNLESS OTHERWISE NOTED
UPCOMING MEETING DATES: TBA