

UNBC LAB SAFETY COMMITTEE MINUTES

DATE: May 15, 2023

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

Attendees:

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)

Lukas Dauksas – NUGSS Rep

Sydney Cruch— NHSRF Coordinator

Scott McMillan – Manager of OH&S

Conan Ma – Chemical Safety Officer / RSO

Jennifer Skaar – Recording Secretary

Absent:

Tammy Klassen-Ross, Chair Sr. Instructor HLSC (FOHHS)

Saphida Migabo – ESM (FOE)

Hossein Kazemian – Sr Lab Instructor (NALS)

Angus Modum— Grad Rep

1. Meeting Called to order – 907am

2. Welcome to new committee rep – Alina

-Alina welcomed Lukas Dauksas as the new NUGSS Rep for the committee and Sydney Cruch, the new Animal Care Manager as the NHSRF committee resource. Round table introductions

3. Territory Acknowledgement – Alina

4. AGENDA

- No additions or changes. All in favour

5. APPROVAL OF MINUTES – April 17, 2023

- No changes or corrections to the minutes– motion to approve Maik & Oliver. All in favour.

6. SAFETY OFFICER REPORTS

a) Chemical Safety Report – Conan

-No incidents or accidents to report.

-The work on the CO2 system in the hazmat room has been completed and Conan will begin moving the relocated contents back into the room shortly.

-Conan will be forwarding the memo discussed last month on concerns regarding re-keying doors for lab space with a recommendation to replace on the new key card system

b) Biosafety Officer – Conan

-No biosafety incidents to report and no permits submitted.

-Conan has a couple of people signed up for level 2 lab training but they will not be using many pathogens.

7. BUSINESS ARISING

a) Terms of Reference Review – Alina

-Alina noted that as Tammy is not here, she would ask everyone to review the TOR for next month. A draft copy of the TOR is available on MS Teams.

-Reminder for everyone to set the track changes if they have comments to add on the document.

8. NEW BUSINESS

a) Meeting Dates & Times - Alina

-Alina discussed meeting dates and time for June, July & August.

-Majority were in favour of the following:

-June 12th @ 9:00am

-No meeting in July –*If a meeting is necessary, Tammy or Alina will send an email notifying the Committee.*

-August 14th @ 9:00am

9 ROUND TABLE DISCUSSION:

-Alina asked if there has been any progress or plans made for wildfire evacuation being that the season has already started? Scott noted that plans are being worked on presently.

-Comment: There are some essential areas that are critical such as animal care as well as some sensitive equipment that require weekly maintenance etc. There were issues with staff being permitted on campus to address these issues during the strike. It is critical that these be recognized as essential when plans are being developed. Scott confirmed process and plans are in the works, but he unfortunately has limited resources.

-No other comments brought forward.

10 MEETING AJOURNED AT: 9:30am

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: JUNE 12, 2023
TIME: 9:00AM TO 10:00AM – MS TEAMS - UNLESS OTHERWISE NOTED
UPCOMING MEETING DATES: AUGUST 14, 2023