

UNBC LAB SAFETY COMMITTEE MINUTES

DATE: October 19, 2022

Time: 1:00pm-2:00pm Meeting hosted via Zoom

Attendees:

Tammy Klassen-Ross, Chair Sr. Instructor HLSC (FOHHS)
Alina Constantin –Co-Chair, Sr. Lab Instructor (FOHHS)
Kaila Fadock – Sr Lab Instructor (FOSE)
Samuel Hanson – Asst Prof CHEM (FOSE)
Hossein Kazemian – Sr Lab Instructor (NALS)
Oliver Iorhemen -Asst Prof EENG (FOSE)
Sam Smith – Grad Rep
Conan Ma – Chemical Safety Officer / RSO
Jennifer Skaar – Recording Secretary

Absent:

Saphida Migabo – ESM (FOE)
Maik Gehloff – WIDC Lab (FOSE)
Natalie de Bruyn – NHSRF Coordinator
Calin Claassens – NUGSS Rep
Vacant – Manager of Health & Safety
Sarah Elliott – Director, Safety & Security

1. Meeting Called to order – 1:33pm

2. Territory Acknowledgement – Alina

3. AGENDA

- Addition of new business item 2 – Shortage of lab space - Tammy
- No further additions or changes. All in favour

4. APPROVAL OF MINUTES – September 21, 2022

- No changes or corrections to the minutes– motion to approve Kaila. All in favour.

5. SAFETY OFFICER REPORTS

a) Chemical Safety Report – Conan

- No spills or accidents to report.
- The end of August was the end of year waste disposal pickup. This is now being done by a local contractor so arrangements can be made for waste disposal pickup whenever needed.
- Lab inspections are up to date.
- Conan was by one of the chemical teaching labs when class was in session to conduct a check on personal protective equipment (PPE). Although most people were wearing the required PPE, Conan reminded those who were not. He plans to stop in again to be sure they are compliant.
- Current state of fume hoods – Conan wanted to advise the Committee that there are now 2 fume hoods in lab 445 that are not functional. The person in Facilities who had been assigned to fume hood maintenance has left and Conan is not sure who in Facilities has been assigned with this task. In addition, there is a long wait for turn around on TMA submissions which could become an issue.
- Comment: Chem had a fume hood breakdown, will find out who worked on it and pass the information along to Conan.
- Comment: This is a serious safety issue that should be taken further and not let go. It is known that Facilities is short staffed but not having functioning fume hoods will create setbacks. Perhaps a reserve fume hood be set up to cover these issues but recommend this be taken to the JH&S Committee as a priority. Conan noted that the option of a backup fume hood could be considered.
- Comment: Option to outsource the maintenance work may be required if Facilities is unable to accommodate in a timely manner.
- Conan noted that we will require someone on staff who can adjust the fume hoods in order that the fume hood certification can continue to be done in-house.

b) Biosafety Officer –Natalie

- Natalie was not in attendance – tabled for next meeting.

6. BUSINESS ARISING

- a) Fire Drill update- Tammy
-Fire drills are happening next month and Tammy reminded that these will be unannounced drills which has been approved by the Deans and the new Provost. Tammy recommended that everyone pass along information to prepare for fire drills in November.
-Comment: The air flow is interrupted during the fire alarm which negatively affects the equipment in labs and in some cases causes damage. Tammy will forward an email to David in Facilities with those concerns.
-No further questions.

7. NEW BUSINESS

- a) Autoclave cleaning solution changes -Hossein
-SCC auditors attended campus to conduct a thorough audit of our processes and one thing that came up that we are required to address is the cleaning product noted in the autoclave SOP. The Autoclave *Standard Operating Procedures BSL-13 item 5- Procedure (g) Thoroughly spray down the bag(s) and cart with diluted bleach/ isopropyl alcohol*. The auditors stated this is not acceptable and the procedure should be amended to using 70% ethanol as it is preferred solution for the autoclaves.
-Jennifer had a message from Natalie who confirmed that the changes to the autoclave SOP are done.
-Comment: A notification should be sent out to all autoclave users to bring them update on the changes. Tammy also recommended that notifications be placed at all the autoclave locations along with the notification
- b) Shortage of lab space - Tammy
-Currently in health sciences, we have had to turn students away from lab courses simply due to lack of space and some students are having to defer their lab courses for a year. Tammy is curious if other departments are experiencing the same issues?
-Comment: Lack of space is an issue and some lab space was when the space was converted to offices.
-Comment: teaching space post-covid has not required expansion in some areas but when needed they work to schedule courses that will permit labs to use other space that is unoccupied at that time. Perhaps a report or request should be sent to the Provost. If we cannot accommodate our students, how do we move forward?
-Comment: it seems that some labs are overcapacity due to limited space where some research space seems to be underutilized. This raises concerns for safety when enrolment numbers are increasing.
-Comment: This has been an ongoing issue and should be brought forward as a safety concern. Tammy will approach the Deans initially as an action item from the Lab Safety Committee.

9 ROUND TABLE DISCUSSION: No further items or discussion brought forward.

10 MEETING AJOURNED AT: 2:18pm

ACTION ITEMS

Item #	Description	Who	Action
1	Review of the Visitors to Labs policy –currently in draft	Safety Office	Tabled for response from Safety
3	Funding for permanent solution for special fume hood accommodation	Conan	Kaila and Conan to reach out to safety in summer 2021 for funding to move forward.
4.	Service dogs in lab space policy	Safety Office	Tabled for response from Safety to align with the UNBC animals on campus policy.
5.	Classification of Lab Space	Safety Office	Tabled for input from Safety.
Standing	Procedure for UNBC Labs under Evacuation	Emergency Ops	Remaining as a standing item. To be addressed by emergency operations.

NEXT MEETING DATE: NOVEMBER 16, 2022

TIME: 1:30PM TO 2:30PM - VIA ZOOM - UNLESS OTHERWISE NOTED

UPCOMING MEETING DATES: DECEMBER 14TH -TENTATIVE