

**Faculty of Science and School of Nursing
Health & Safety Committee MINUTES
October 15, 2012, S301, 11:30-12:30**

Attendance Aug-Dec 2012

Meeting dates and times →			8.28	9.17	10.15	11.19	12.17		2012-2013 Members
Ford	Laura	Nursing	☐	P	☐				
Sorensen	Jacque	NRS	■	P	■				Unable to attend Fall
Chan	Janine	Resp/ Chair	☐	☐	☐				
Fardy	Carolynne	Micro	☐	P	☐				
Jyrkkanen	Stacey	OH&S	☐	☐	■				
Karpluk	Janice	Admin	■	P	P				No need to attend
Van Wagoner	Nancy	Geology	■	☐	■				New Rep
Mackay	Andrew	Grad Studies Building	■	☐	■				New Rep
Maurits	Gordon	OHS	☐	☐	☐				
Noyes	Heather	Resp	☐	☐	P				
Prescott	Walter	ARET/OM	☐	☐	☐				
Purdy	Susan	Bio	☐	☐	☐				
Reed	Norm	Chem	☐	☐	☐				
Robinson	Lesley	Math	☐	P	■				Unable to attend Fall
Schumacher	Janie	U Prep	☐	☐	☐				
Walczak	Sonia	AHT	■	P	■				Unable to attend Fall
Taylor	Colin	Physics	☐	☐	☐				Replaces George W.
Desrosiers	Marcy	Secretary	☐	☐	☐				

☐=Present P= Proxy received ■=absent R= reinstated

A. Adoption of Agenda

- Added Update on Student Insurance under item 6. Business Arising.
- Added Mothball Smell in Hallway D. New Business, item #3.
- Added Chemical Transport under D. New Business, item #4.
- Added Fire Code Question 1800 hallway OM under D. New Business, item 5.

B. Adoption of past Minutes (September 2012)

- Minutes approved.

C. Business arising from past minutes:

1. Field Trip Documents/Confidentiality and TRU Legal: Update:

- Dean of Science sent message to TRU Legal for response in a timely manner October 2012.
- November: No response. Our field trip documents remain an issue w/ TRU Legal.

2. Pilot of Ozonator cleaning system: Update:

- Warren gave Janine a demonstration of the cleaning system.
- Janine brought system to meeting. It is located in S337 being piloted.
- **ACTION:** Information and the MSDS will be circulated to committee members.

3. S365 and S360b Inaudible Fire Alarms: Update:

- Not installed to date.
- **ACTION:** Gordon will follow up.

4. House 6/7 Basement Fire Code for Egress: Update:

- Gordon checked out the situation last week. The window is too small for egress. Thus, the use of that room as an office may not be legal. He will look at the fire code and pass on the information to Janine.
- **ACTION:** Gordon

5. **Anti-Harassment workshop Update:**

- Stacey and Gordon attended the workshop.
- **ACTION:** Stacey will have an update at next month's meeting.

6. **Update on Grad Student Liability Insurance for Field Work**

- Janine wrote to Hugh McInnis and asked specific questions and received the following responses on the topic of liability insurance for grad students:
 - **Janine's statement and Hugh endorsed this statement as correct:** If a grad student is hired to work with a faculty member utilizing a grant to fund the field research, the grad student will have liability insurance. If the course a grad student is registered in is involved in Field Research that is NOT part of a funded grant activity of a TRU Faculty Member, they are NOT covered with liability insurance.
 - **Janine asked:** Would it be safe to say then that if grad students are doing course field work that is not part of a funded research project for a faculty researcher and something happens in the field (cattle fence collapses b/c of actions by the student) and the students are unaware of not having liability insurance, **the owner of the fence could sue the student (Hugh replied to this part of the statement: Yes this would always be the case that the owner could sue the student and for this reason, it is prudent for the student to have their own liability insurance), and sue the faculty member who sent the students into the field without insurance. (Hugh replied to this part of the statement: This is not always correct because its accuracy would depend on the state of the knowledge of the faculty member as to the student's insurance.)**
- Andrew was going to post something on the website so that students are aware of the situation.
- Committee suggested that it might be a good idea to have a grad student checklist posted to the website that outlines issues of insurance such as: what's covered and what's not covered.
- May be a good idea to contact Will Garrett-Petts and make him aware of the situation.
- **ACTION:** Janine will contact Will Garrett-Petts to bring him up to speed on these issues.

D. **New Business**

1. **OH & S messages (from Don Ferguson): how are they sent so that everyone gets them? Fac-L list?: query effectiveness of reaching everyone.**

- **ACTION:** The Div 1 secretary (Marcy/Donna) will be the contact person for the Faculty of Science for circulation of announcement emails from the Health and Safety department.
- **ACTION:** Stacey to add Marcy to her email distribution list.

2. **Louis Gosselin: Light switch s170 and s174 impact each other. S174 post with electrical wires not secured firmly to ceiling or floor: Update:**

- Had issues with light switches, the wiring is such that if you turn one light on it turns the light off in the other room.
- **ACTION:** Janine has made Facilities aware of the issue.

3. **Mothball smell in the hallway:**

- October 15, 2012 Email was sent by Don Ferguson of a strong smell of naphthalene in the building. Need to investigate source of smell.
- **ACTION:** Janine will ask Jacques.

4. **Chemical transport**

- Right now we have four or five 20-litre drums of solvent that have been delivered to the Science building but we don't have the proper equipment to transport them to the Bunker.
- Facilities has advised that it is not their job to move chemicals.
- Gordon is aware of the situation and is looking into it.
- When orders are being submitted to Purchasing, it is pertinent that the delivery location be made clear so that the warehouse can deliver it to the right place without faculty/staff having to deal with this aspect of receiving materials. We (Science building) do not have the equipment to do this safely nor is everyone trained in the transport of hazardous materials. Purchasing should be the ones directing where deliveries are to be made.
- **ACTION:** Faculty who order supplies
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5. Fire Code Question: 1800 Hallway, OM

- With Fall Fire Drill in OM, it was noted that egress from this end of the OM building was very slow. Walter Prescott brought up his concern that the stairwell at the end of the hall in the 1800 block of Old Main does not meet the Building Code since removal of the doors in that doorway.
- Suggestion was made that a door needs to be installed to direct traffic to the egress exits that can handle the numbers.
- **ACTION:** Gordon.

E. Reports

a. Health and Safety

- Haven't had any first aid reports or incidents for the last month.
- There is some equipment that belongs to NRS in the greenhouse by the Warehouse that will have to be moved. Facilities is going to be starting construction soon.

b. Incidents

- No incidents to report.