

Attendance August 2019 – June 2020

Y=Present

P=Proxy received

A=Absent

Name	Area	Aug Sep 5	Sep 25	Oct 30	Nov 27	Dec No min	Jan	Feb (Ma r 3)	Mar 31	Apr 28	May	Jun
Lucille Anderson	Biology	Y	A	Y	Y	Y	Y	Y	P	Y		
Trent Hammer	Chemistry	Y	Y	Y	Y	Y	Y	Y	Y	Y		
Colin Taylor	Physics	Y	Y	Y	Y	A	Y	Y	Y	Y		
Timothy Crowe	Microbiology	Y	Y	Y	Y	Y	Y	Y	Y	Y		
Joanna Urban	Microbiology						Y	A	Y	Y		
Tara Geiger	AHT	A	A	A	A	A	A	A	Y	P		
Wendy McKenzie	Nursing	Y	Y	Y	A	A	Y	Y	Y	Y		
Doreen Grenier	Nursing						Y	A	Y	Y		
Jamie Ushko	Biology	Y	Y	Y	A	Y	Y	Y	Y	Y		
Janine Rostron	Respiratory Therapy	Y	Y	Y	Y	Y	Y	Y	Y	Y		
Christine Miller	UPrep	Y	Y	A	A	A	A	A	P	A		
Marten Lettinga	Chemistry	Y	A	A	A	A	Y	A	Y	Y		
Sheri Watson	NRS	A	A	P	Y	A	Y	Y	Y	Y		
Nancy Van Wagoner	Geology	Y	A	A	A	A	A	A	Y	Y		
Resource members												
Sarah Martin	AD, OSEM	Y	A	Y	Y	Y	Y	Y	Y	Y		
Tara Langley	Recorder	Y	Y	Y	Y	Y	Y	Y	Y	Y		

1	Meeting called to order at 10
2	Motion to adopt agenda by Wendy, seconded by Timothy.
3	Review of Minutes from March 31, 2020
4	Motion to adopt March 31, 2020 minutes by Timothy, seconded by Joanna.
5	Old Business from March 31, 2020
	<p>a) New chemical storage, labelling and inventory system- Timothy/Sarah: No updates, table to next meeting.</p> <p>b) Emergency Marshals- Tabled- Wendy is working with Stacy and Doreen for new Nursing building. Will have their own committee. Colin can help with documentation if needed.</p> <p>c) Chemistry Manual – Timothy/Sarah: Timothy sent out SOP's to review. Lucille gave feedback, anyone else? Will be sending out more documents. General chemical safety manual is still in progress with Sarah. ACTION: everyone read the docs and get back to Timothy with any feedback.</p> <p>d) Chemical Spill Procedures/SOP and training Audit: Has everyone talked to their dept's to see what is current? Chem has not gotten to it due to other business. Colin has talked with Physics. Is there a benefit to doing online survey through survey monkey instead of individually asking? Could be sent to Chairs of all dept's instead.</p>

Joanna: Maybe to do in second half of May after marking and grades are in. SHSC usually meets in May but not July. **ACTION: Trent and Timothy will work on getting survey out by the end of this week.** SHSC will discuss results in May.

e) CL2 Lab Inspection – Sarah/Timothy: Timothy sent out lab inspection form to Biosafety committee. Joanna has been working on inspection forms with her dep't but they need to meet with Chair to see who is going to take responsibility for BIOL. Can info be passed on to Kathy from Timothy? Before it goes to Nancy, Institution committee need to still discuss specifics. Remove from agenda.

f) Committee Terms of Reference- Colin: Received no input from last document therefore is everyone happy with it? Can wait for face to face committee before we vote. Does it have to go to steering committee for Faculty Council first? **ACTION: Colin will send new TOR to Piper.**

g) i) Lab room temperature in Winter: Trent: Tabled until Fall

h) Science SOP's on OneTRU: Sarah's admin is working on it to see what areas are missing information. Sarah can now edit oneTRU so she can move Science SOP's on to this platform. She will have Science category under Health and Safety. Trent: One week before next meeting have everyone review oneTRU science SOP's. Sarah will start with ones that have been recently reviewed already and then work on ones that might need updating. **ACTION: Sarah will send out link to location once it's done.**

i) Student space and workspaces: Nancy: Sent email to Tom Dickinson and Brett Fairburn and they weren't interested in changing anything at the moment. With social distancing, things need to stay as they are. Access to software wasn't so much the issue but location for students to work in. If people are teaching summer classes and want to pursue this, that will be up to them. International students weren't able to leave Canada so this may be a need down the road. Remove from agenda.

j) Health and safety responsibilities when working from home: Sarah: This was put on Employee Covid news section of website. An at-home safety inspection document is available to make sure things are safe and healthy. Any major issues need to be told to supervisors so they can be addressed. OSEM can help as well. Recommendation is that ergonomics be looked at and that you take purposeful breaks with stretches and movement to avoid muscle issues etc. PDF's on oneTRU OSEM website are fillable for those that don't have printers at home. Asking everyone to evaluate home spaces even if you are ok, just to help think of things you might be missing. Send in to supervisor to verify that you are working safely. Employer requirement says that workspace at home is equal to workspace in the office.

6	New Business
	<p>a) Additions- Wendy wants to add Nursing going back to teaching on 2nd of June. Nursing still has students finishing up, OL RN return to practice students still need labs so will be four students to a lab for practice. Will have temperatures taken twice a day, washrooms will have extra cleaning, labs cleaned nightly, bed in between each student, full PPE being used. They will have designated door to use during this time. Four-day courses normally run Fri-Mon with 20 students. Now only doing 8 students, times four days with a few days off in between.</p> <p>Trent: Has facilities been informed to increase ventilation? Yes they are good to go. Not sure which door specifically they will be using. Only third floor washrooms will be used for both men and women. One instructor between labs, four students in each lab at a time. 6 beds are in there to separate them completely.</p> <p>Janine: Regarding PPE use, do students know how to use them properly on and off? Yes, they are currently working HCA and have been nurses previously, have taken online courses, but can't do practicum without labs. Wendy has sufficient gloves, will be using cloth masks. Instructor is well experienced and is fine to do this. Students have close accommodations so should go through quickly.</p> <p>Nancy: Are students quarantined 2 weeks before coming? No, they are all from BC already and therefore following BC guidelines. This is a trial that we may need to use in September as well.</p> <p>Joanna: This example could be carried over to other labs that are needing to be done.</p> <p>Nancy: Is there a risk of the virus being carried through the ventilation system in case someone is sick and doesn't know it yet? This has been looked at already, everyone will be in PPE. Might take temperatures before they even enter the building. TRU system is already less centralized and air is circulated within each room, not within the entire building. Lab doors will stay closed.</p> <p>Trent: Are toilet covers possible so ppl can put the lids down before they flush? Currently no... research is currently in progress regarding excretion of the virus and if it is transmitted that way. Kamloops sewage treatment facility is currently tracking this. PHAC wants RNA and nucleic acid treated as virulent even if chemically sterilized.</p> <p>b) Incidents: (Sarah/All) Only one report of someone that fell while setting up their home office last week but no follow up with that. Make sure pets are not under foot!</p>
	Next meeting Tuesday, May 26th @ 10:30. Location TBD
7	Adjournment
	Meeting adjourned at 11:09