

**THE UNIVERSITY OF BRITISH COLUMBIA
DEPARTMENT OF EARTH, OCEAN and ATMOSPHERIC SCIENCES**

SAFETY COMMITTEE MEETING MINUTES

Thursday, April 27, 2017

ESB Room 2025

9:30am - 10:30am

Present: Renee Haggart (Co-Chair), Alicia Warkentin (Secretary), Tim Morgan, Amy Chan, Kate Blackburn (Faculty of Science), Denise Feighan (PIMS), Peggy Ng (Stats), Teela Narsih (Risk Management)

Regrets: Roger Francois (Co-Chair), Murray Allan, Rich Friedman, Lora Pakhomova, Mike LeBlanc, Eric Letham

Action Items:

N/A

- **Meeting called to order: 9:33am**

Adoption of previous Safety Committee Meeting Minutes: Thursday, February 23, 2017

Approved: TM

Seconded: DF

1. ACCIDENT/INCIDENT REPORTS:

- N/A

RH reported that an incident occurred in the ESB which did not involve EOAS instructors/course. TN confirmed that no action is necessary unless Risk Management contacts the department directly.

2. ITEMS ARISING FROM THE MINUTES:

- Updated first aid attendants' list – TM confirmed that the lists have been finalized and are posted in all EOAS buildings.
- Locked labs during fire alarm –The Head has been briefed, and can meet with Raymond Andersen and ML to determine the most appropriate way to escalate the issue with locked lab doors during a fire alarm.
- 4th floor clean lab lock - TM reported that the door handle to the lab was not a latching mechanism issue, it was simply broken. TM has arranged to have it replaced.

3. NEW BUSINESS

- UBC Risk Management – Inspection of all EOAS Laboratory Spaces – TN informed the committee that Risk Management will inspect labs in all UBC buildings. Post-inspection, individual PIs will receive corrective action forms and be asked to rectify deficiencies. Individual PI's will work within their groups to correct any issues. The EOAS/ESB Safety Committee is not meant to follow up with the PI's after the Risk Management inspections. Statistics from the inspection will be sent to the Deans, Department Heads, and local Safety Committees. The EOAS/ESB Safety Committee will undertake own inspections in the fall of 2017.

- Phone in EOAS Basement Rock Storage and Prep Room - RH reported that the phone has been installed.
- Kitchen Fire Hazards – RH explained that UBC does not have a policy that prohibits the use of electrical kitchen items. TM will continue to monitor each EOAS building for any defective or inappropriate items.

Meeting Adjourned: 9:50 AM

Next Safety Committee Meeting - Thursday, May 25, 2017