

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

**SAFETY COMMITTEE MEETING MINUTES**

**Thursday, May 26, 2016**

**ESB Room 2025**

**9:30am - 10:30am**

**Present:** Roger Francois (Co-Chair); Renee Haggart (Co-Chair), Alicia Warkentin (Secretary), Tim Morgan, Amy Chan, Rich Friedman, Murray Allan, Mike LeBlanc, Kate Blackburn (Faculty of Science), Denise Feighan (PIMS), Rick White (Stats)

**Regrets:** Lora Pakhomova, Teela Narsih (Risk Management)

**Action Items:**

- **Action Item:** RF to coordinate with M. Kopylova and K. Russell to remove chemicals from fume hood.
- **Action Item:** RH to send out reminder that the office inspections are due.
- **Action Item:** ML to send RH updated list of EOAS First Aid Attendants.
- **Action Item:** TM to update website information.
- **Action Item:** RH and TM to confirm what criteria is in place for First Aid Attendants.

**Meeting called to order: 9:31am**

**Adoption of previous Safety Committee Meeting Minutes:** Thursday, April 28, 2016

Approved: TM

Seconded: ML

**1. ACCIDENT/INCIDENT REPORTS:**

- Ruptured radiant heating line - ESB Atrium (May 19, 2016) – TM explained that while replacing the glass at the foot of the ESB Atrium stairway, a jackhammer went through the main line and a flood ensued in the ESB Atrium Lobby. Building Operations and Custodial were immediately on the scene to assist with clean up. There were no reports of leaking in the basement.

**2. ITEMS ARISING FROM THE MINUTES:**

- Fume hoods in M-323 – TM spoke to M. Kopylova and K. Russell about their fume hood responsibility. TM confirmed that no one is trained in chemical use and they have inherited left over chemicals and no one is licensed to remove them. TM asked the committee members to volunteer with the disposal. RF to coordinate with M. Kopylova and K. Russell to remove chemicals from fume hood.
- **Action Item:** RF to coordinate with Kopylova and Russell to remove chemicals from fume hood.
- Computer Lab Self Inspection – ML sent out an email to the four computer labs to complete their inspections. These computer labs will be treated as offices. ML is still working on the lab inspections. RH to send out reminder that the office inspections are due.

- **Action Item:** RH to send out reminder that the office inspections are due.

### 3. **NEW BUSINESS**

- Safety Committee Website: ML informed the committee that the Safety Committee website is not current. TM has been in contact with the IT staff to have the website updated. ML said that first aid attendants are incorrect and will send RH the updated list. TM to update website information.
- **Action Item:** ML to send RH updated list of EOAS First Aid Attendants.
- **Action Item:** TM to update website information
- First Aid Attendants Criteria - ML asked what the criteria is for our First Aid Attendants as many licenses have expired. RH and TM to look into the criteria or First Aid Attendants.
- **Action Item:** RH and TM to confirm what criteria is in place for First Aid Attendants.
- PIMS – DF explained that there have been reports of someone possibly going through their staff's belongings (clothing). Building Operations have been contacted and will investigate.

Meeting Adjourned: 9:48am

**Next Safety Committee Meeting – TBD**