

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

SAFETY COMMITTEE MEETING MINUTES

Thursday, September 29, 2016

ESB Room 2025

9:30am - 10:30am

Present: Roger Francois (Co-Chair); Renee Haggart (Co-Chair), Kimberly Low (Secretary), Tim Morgan, Amy Chan, Rich Friedman, Murray Allan, Mike LeBlanc, Lora Pakhomova, Eric Letham, Kate Blackburn (Faculty of Science), Denise Feighan (PIMS), Peggy Ng (Stats)

Regrets: Teela Narsih (Risk Management)

Action Items:

- **Action Item:** RFriedman to coordinate with M. Kopylova and K. Russell to remove chemicals from fume hood.
- **Action Item:** ML to check if the current first aid attendants' training/certification is up to date.
- **Action Item:** RH to circulate the current first aid attendants list once it is updated.

Meeting called to order: 9:31am

Adoption of previous Safety Committee Meeting Minutes: Thursday, May 26, 2016

Approved: ML

Seconded: RFriedman

1. ACCIDENT/INCIDENT REPORTS:

- Incident report filed by painting contractors – RH explained that the contractors submitted a report to the system as one of the painters was not wearing the appropriate safety equipment. RH is not sure who advised the contractors to submit a report. No follow up is required.

2. ITEMS ARISING FROM THE MINUTES:

- Fume hoods in M-323 – RFriedman to coordinate with ML to work with K. Russell to remove chemicals from fume hood in 323D.
 - Reminders about deadline for office inspections – RH reported that she sent out numerous reminders and that the return rate was moderate. RH was satisfied with the turnout, and TM agreed it is acceptable. RH will not send out any further reminders.
 - List of first aid attendants – ML informed the committee that in order to be listed and qualified as a first aid attendant, one must have a current first aid certificate. ML to check if the current first aid attendants' training/certification is up to date.
- **Action Item:** ML to check if the current first aid attendants' training/certification are up to date.

- Safety Committee Website – TM informed the committee that the safety information has been updated on the new EOAS website which will go live shortly. If the first aid attendants list needs to be updated TM should be informed.

3. **NEW BUSINESS**

- Active Shooter Preparedness Training – KB informed the committee about the active shooter preparedness training online module that is offered by UBC Risk Management Services. KB summarized the training: if you can get out, get out; if you can't get out safely, hide; if hiding is unsuccessful, your last resort is to fight with anything and everything.
 - MDRU Field Safety Policies – RH asked MA if there was any new business to report from MDRU. MA reported that new policies for field safety were put in place; MDRU implemented a new emergency response plan and daily satellite check-in procedure for the 2016 field season.
 - Statistics Department First Aid Attendants – PN informed the committee that Statistics does not currently have any first aid attendants within their department. ML commented that it is more important that there are first aid attendants in the building, and they are present in ESB. RH to circulate the first aid attendants list once it is updated.
- **Action Item:** RH to circulate the current first aid attendants list once it is updated.

Meeting Adjourned: 9:45am

Next Safety Committee Meeting – Thursday, October 27, 2016