

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

EOAS/ESB SAFETY TEAM MEETING
MINUTES

Thursday, January 30, 2020

ESB Room 3064

11:00am –

12:00pm

Present: Tim Morgan (Co-Chair), Rozalia Mate (PIMS), Kate Blackburn (Dean's Office), Anne-Martine Doucet (Graduate Student Representative), Kimberly Tietjen (Secretary), Bethany Ladd, Mike Leblanc, Mark Johnson, Rich Friedman, Marc Bustin (Co-Chair)

Regrets: Kevin Lin (Data Science), Peggy Ng (Statistics), Connor Henderson (Graduate Student Representative), Denise Feigan

Action Items:

- **Meeting called to order: 11:03AM**

Adoption of previous Safety Committee Meeting Minutes: October 31st, 2019

Approved: ML

Seconded: RF

1. ACCIDENT/INCIDENT REPORTS:

- N/A

2. ITEMS ARISING FROM THE MINUTES:

- TM presented the summary of the 2019 annual inspections. The full version of all EOAS/ESB inspections was previously submitted to Committee members. There were a number of people who indicated a lack of knowledge about working alone procedures and also people not being aware about resources related to ergonomic issues. KB and RM advised that they are trained in ergonomics; however KB is restricted to assessments in the Dean's Office. RM is willing to help other areas. ML added that the Lab Inspectors are not looking for the Working Alone Policy, but rather they want people to be aware of the policy. TM indicates that there is no one generic Working Alone Policy for EOAS as a whole. Each unit that has workers who work alone should be reminded they need a Working Alone Policy should their risk assessment of the work area and conditions indicate significant risks to workers working alone exists. TM will forward the results of the inspections with suggested corrective actions to the appropriate person/PI.
- TM brought up the review of the comments on the draft of the EOAS Field Safety Policy and associated forms and notes that there was not a great deal of response. Scott McDougall had submitted concerns with regard to the sheer volume of material that's required for the policy and all the different aspects and whether that will be an impediment to their field school. TM notes that everything in the forms is something mandated under WorkSafe BC regulations in order for people to be safe in the workplace. BL agreed with Scott McDougall's in terms of the safety forms being cumbersome. EERI has 3 forms, though BL acknowledges that they might be missing some things. BL noted that one form asks for potentially sensitive medical information; at EERI they do an anonymous submission of that information which is sealed in an envelope and not opened unless something happens. TM acknowledges holding confidential medical information is a challenge for the

entire department. ML requested that BL send EERI's forms to the committee for demonstration. BL agreed. A-MD stated that the risk is very subjective towards what the supervisor thinks the risk is; the supervisor sets the risk but there is nowhere in the form if the student feels uncomfortable or needs support. TM states that currently they are working on the policy so that they can create the package for all of that information. TM is unsure if there is an over-arching person who will be the Field Safety Administrator. BL seconds the idea. ML adds we would need someone who isn't a PI and is there for a long period of time which eliminates a lot of candidates. ML feels the supervisor has to take responsibility because of all the variables. TM argues that in order for the supervisor to take the responsibility the department has to help in terms of what each person is liable for. ML states they have a somewhat functional diving safety committee in that whenever they do fieldwork they have to submit a plan in case of emergency. He would not recommend it because he stopped diving due to the amount of paperwork. TM suggests we could request supervisors/field leaders complete all required forms as indicated in the EOAS Field Policy, but if there is no paperwork submitted then the supervisors need to realize they can be held personally liable if their lack of action is considered gross negligence. ML suggests maybe there is a person who is comfortable being the receiver of complaints if people are uncomfortable. A-MD agrees. TM recommends bringing it to the attention of the Head to create this position. A-MD states the examples in table 3 are very generic and not very field-oriented. A-MD will send TM an email providing details. ML requests that all comments about the document be sent to the committee. BL will send EERI's safety forms to the committee as well.

3. NEW BUSINESS

- MB brought up the AED location and signage. Students are asking about where the AED is. MB feels that they need better signage and requests another AED in the EOS-M PME lobby area. MB suggests that the location of the AED be added to the general signage around the building. TM indicates he will see if that is possible. KB states that the AED location is included in the Dean's Office's on-boarding, including how to access it and protocols. TM agrees that it should be added to the EAOS Safety orientation package. ML recommends removing the first aid attendant section of the orientation package and replacing it with the locations of the AED, fire extinguishers, etc. TM states that he can advise the Head that the issue was raised and that the Committee agrees that AEDs should be installed in EOS-M, and potentially EOS-S. ML recommends an alternative that signs can be added in each building as to the location of the AED. This is agreed on by all.
- RF raises the issue of needing an audible or visual fire alarm in the Rock Crushing room. A regular user brought it to his attention. TM says this is not the first time this issue has been brought up. 8 years ago the Committee went to Building Ops and was told that it was not required under the fire code so therefore the university wouldn't pay. The estimate at the time was \$10,000 - \$15,000. RF requested to see if the current fire code has changed.

Meeting Adjourned: 11:53am

Next Safety Team Meeting – Thursday, February 27, 2019