

MEETING MINUTES

Attendees: Janette Bulkan, Patrick Culbert, Rolando Descalzo, Reilly Ische, Robert Kozak, Lawrence Gunther, Teela Narsih, Scott Renneckar, and Greg Smith
Regrets: Diana Hastings and Jerry Maedel
Co-Chair: Kevin Lyons
Note taker: Nicole Lee

1. Call meeting to order and introduce new members Kevin

Welcome to Patrick Culbert as the Forest and Conservation Sciences (FCS) faculty representative to replace Suzie Lavallee, and Greg Smith as the Safety Program Director to replace Kevin Lyons

2. Approval of agenda and minutes All

- January agenda - approved
- December minutes - approved

3. Review of action items All

- a) Follow up with RMS (Steve Zhang) regarding fume hood alarm system Rolando/Diana
- awaiting response from RMS
 - alarm system not calibrated and not going off as it should
 - alarm system an added feature, but not critical for proper functioning of fume hood

ACTION ITEM 1:

Teela will follow up with Steve if the fume hood can work safely without the alarm system

b) Removal of FCS hazardous material in HAZMAT room Kevin/Diana/Rolando

- all chemical wastes removed and cleaned up during week of January 9
- Kevin has communicated with departments on the room clean up
- new system to be implemented on HAZMAT room safety procedures and management by department heads before the room reopens for use

ACTION ITEM 2:

Greg to follow up with department heads on the new management procedures for HAZMAT storage.

- c) Date for underground parkade clean-up Nicole
- completed along with the request to clean the loading bay in December 2016

ACTION ITEM 3

Greg to follow up with Jill Yu to remove tires and notify Francois Desmarais when task is completed

- d) Selecting Safety Committee meeting date and time per term Kevin
- standard meeting time for the term to be decided

- e) Corrective actions from RMS investigation on solvent spill incident at Wood Science lab Scott
- research group returned to conduct a mock spill and learn of the proper procedures on reporting incidents

4. Incident/Accident Reports

Reminder to the Committee:

- Reports to be filed online via RMS
- Report records to be sent to Nicole at the Dean's Office for filing purposes

5. New business

- a) Changes to the Forestry Safety System as required by WorkSafeBC Kevin
- joint safe and health committees to be implemented by May 2017
- summary of changes: *(see handout)*
 - joint committee members to investigate on incidents together
 - research forests now report to joint committee
 - new reporting scheme on safety procedures

6. Next meeting

- March 1 Wednesday 3pm Kevin
- Rolando to chair

7. Adjournment

1:40pm Kevin