



Name of Committee	Health Sciences Local Safety Committee	Meeting Date		March 15, 2016			
Worksite Mailing Address & Postal Code	Rm 5D30, Health Sciences Building 107 Wiggins Road Saskatoon, SK.						
Members	Dept	Yes	No	Members	Occupation	Yes	No
Curtis Larson, Chair	CHSDO & Chair	x		Gregg Parchomchuk	CoM Pediatrics/SHR		x
Jennifer Beck	CoM ObGyn & Path		x	Helen Pocha	CHSDO/CLRC		x
Mark Boyd	CHSDO/Research Labs	x		Sandy Knowles	CoPN/Admin Office Rep	x	
Cindy Elchuk	CH&E		x	Angela Seto	CHSDO/Research Labs	x	
Patrickn Hauser	Safety Resources	x		Brad Steeves	CHSDO/OHC Rep	x	
George Katselis	CCHSA		x	James Talbot	CoM BMSC/Student Labs	x	
Vicki Keeler	CHSDO/Research Labs	x		Andrea Knittig	CHSDO/Admin-Office	x	
Kevin Kobialka	CoM Family Medicine/WWPHC	x		Kerri Walker	CHSDO/LASU	x	
Chris O'Grady	CHSDO/Research Labs		x	Bill Osbourne	Protective Services	x	
Heather Neufeld	CHSDO/Research Labs	x		Darrell Shipley	FMD	x	
Taunia Sawatzky	HS Supply Center/ Animal Order Desk	x					

Item No.	Problem or Concern Give full explanation and details Divide old/new concerns	Action Taken or Proposed	Person responsible for action	Target Date
1.	Meeting called to order and introductions. See attached documents presented by Patrick Hauser.	Called to order at 11:45am		
2.	Approval of Agenda	Agenda approved		
3.	Errors/Omissions & Approval for previous Minutes of December 15, 2015			
4.	Business Arising from minutes of last meeting December 15, 2015	Approved		
	Signage for E-Wing	This is complete. Once the B-Wing is completed the signage in the entire building will be reviewed and additional signage will be added where needed.	Curt	Complete

	Ongoing Building Renovations update	Physical Therapy E-Wing: This will be completed by the end of April, with the move in date late early June. B-Wing Renovation: The B-Wing completion date is on schedule. The opening has been delayed due to the air ventilation units, which need to be replaced. This has delayed the opening until the end of August/ early September. Please note: if you see people walking through a construction zone, please ask them to use an alternate route.	Curt	Ongoing
	Pedestrian Crosswalk from HSc D-Wing to Arts Classroom Wing	Item is on the schedule to be complete this summer.	Curt	Ongoing
	Pedestrian Crosswalk at Clinic Place	The signage has been put up. The hospital and the university will work on getting the appropriate slopes cut into the curbs.	Curt	Complete
5.	New Business			
	Incidents/Investigations/Concerns	No new incidents at this time.		
	Changes to Biosafety and Laboratory Safety Training	See the attached document for important changes, expiration timelines, and online courses offered by Safety Resources.		
	Safety Resources Reorganization	Safety Resources has restructured and is now a unit with Human Resources as well as aligned with Protective services. See safetyresources@usask.ca for important changes and new forms for reporting.		
	Safety Management Implementation	Safety Resources will start working on creating processes to conduct assessments of safety managements for the HS building. This will be reported through the LSC committee.		
7.	Other Business			
	Safety Incidents	There has been a few break ins throughout the HSc. The most recent being in HSSC. Moving forward building occupants are asked to diligently check and ensure their respective doors are locked at the appropriate times. Another recent incident occurred in the laboratory on the second floor. Keys were stolen resulting in the thief accessing the secure lab and stealing a laptop amongst other things. A communication will be send out reminding occupants to lock their respective doors and personal belongings.		
	CUPE 1975 Year of Safety	Would like all CUPE employees on a safety committee to self-identify for the union's Year of Safety.		

	Request for Service Form	This form is used if any services are required from Safety Resources.		
8.	Announcements	.		
	Meeting Schedule for 2015 June 15, 2016 11:30 – 1:00pm September 13, 2016 11:30 – 1:00pm			
	Materials needed for next meeting	- Incident reports - Issues and concerns Any updates on training you have taken		
8.	Meeting adjourned @ p.m.		All LSC Members	
	In my opinion, the above is an accurate record of this meeting Chairperson: Curtis Larson			

*** Every attempt must be made to resolve issues at the LSC level before referring to OHC.**