



<b>Name of Committee</b>	<b>Health Sciences Local Safety Committee</b>			<b>Meeting Date</b>	September 13, 2016		
Worksite Mailing Address & Postal Code	Rm 5D30, Health Sciences Building 107 Wiggins Road Saskatoon, SK.						
<b>Members</b>	<b>Dept</b>	<b>Yes</b>	<b>No</b>	<b>Members</b>	<b>Occupation</b>	<b>Yes</b>	<b>No</b>
Curtis Larson, Chair	CHSDO & Chair	x		Gregg Parchomchuk	CoM Pediatrics/SHR	x	
Andrew Manovich	CoM ObGyn & Path	x		Helen Pocha	CHSDO/CLRC	x	
Mark Boyd	CHSDO/Research Labs		x	Shannon Wiens on behalf of Sandy Knowles	CoPN/Admin Office Rep	x	
Cindy Elchuk	CH&E		x	Angela Seto	CHSDO/Research Labs	x	
Patrick Hauser	Safety Resources	x		Brad Steeves	CHSDO/OHC Rep	x	
Kendra Ulmer	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
Erling Madsen	HS Supply Center	x					

<b>Item No.</b>	<b>Problem or Concern</b> Give full explanation and details Divide old/new concerns	<b>Action Taken or Proposed</b>	<b>Person responsible for action</b>	<b>Target Date</b>
1.	Meeting called to order	Called to order at 11:04		
2.	Approval of Agenda	Agenda approved		
3.	Errors/Omissions & Approval for previous Minutes	June 15, 2016 minutes approved		
4.	<b>Business Arising from minutes of last meeting</b>			
	<b>Ongoing Building Renovations update</b>	<b>Physical Therapy E-Wing:</b> Moved in June 2016. <b>B-Wing Renovation:</b> Near completion; within the month. <b>A-Wing:</b> Planning in progress. Renovation start date is early 2017.	Curt	Ongoing
	<b>Pedestrian Crosswalk from HSc D-Wing to Arts Classroom Wing</b>	Not completed. Will be started in Spring 2017.	FMD	Spring 2017
5.	<b>New Business</b>			
	<b>Incidents/Investigations/Concerns</b>	No incident reports at this time. Database has not been updated. P. Hauser has met with most of the lab managers. He will attend a lab managers meeting for further discussion.  V. Keeler reported that a student had left a stir plate on overnight in the lab. Did not result in fire.  K. Walker inquired if the snow fence by the North side of the building will be taken down. It is difficult for bikers to see traffic. C. Larson has reported it will not be taken down until the landscaping is complete.  K. Kobialka has reported that the online incident reporting system for physician contractors/ASPA/CUPE staff needs to be updated so they will appear on the supervisor status. Patrick has acknowledged this deficiency in the system and will send Kevin a paper form for incident reporting until the system is updated.		
7.	<b>Other Business</b>	Lockdown information sessions were held. Another lockdown drill will be held in the New Year.		

		Fall fire drill went well. Small issues with the ABCD alarms sounding in areas they weren't supposed to. Occupants in E-Wing need to use the enclosed stairs rather than the open staircases.		
8.	<b>Announcements</b>	<ul style="list-style-type: none"> <li>- <b>Incident reports</b></li> <li>- <b>Issues and concerns</b></li> <li>- <b>Any updates on training you have taken</b></li> </ul>		
	<b>Meeting Schedule for 2016-17</b> Dec 13, 2016 at 11am in GD04 HSc Mar 14, 2017 at 11am in 4254 HSc Jun 13, 2017 at 11am in GD04 HSc			
	<b>Materials needed for next meeting</b>			
8.	Meeting adjourned @ 12:20 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.**