



Name of Committee	Health Sciences Local Safety Committee	Meeting Date		September 19, 2017			
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	OVPH & Chair	X		Gregg Parchomchuk	CoM Pediatrics/SHR	X	
Andrew Manovich	CoM ObGyn & Path	X		Helen Pocha	OVPH/CLRC	X	
Mark Boyd	OVPH/Research Labs	X		Shannon Wiens	CoPN/Admin Office Rep		X
Cindy Elchuk	CH&E	X		Angela Seto	OVPH/Research Labs	X	
Patrick Hauser	Safety Resources		X	Brad Steeves	OHC Rep		X
Kendra Ulmer George Katselis	CCHSA		X	James Talbot	CoM BMSC/Student Labs		X
Vicki Keeler	OVPH/Research Labs		X	Andrea Knittig	OVPH/Admin- Office		X
Kevin Kobialka	CoM Family Medicine/WWPHC	X		Kerri Walker	OVPH/LASU		X
Chris O'Grady	OVPH/Research Labs	X		Bill Osbourne	Protective Services		X
Heather Neufeld	OVPH/Research Labs	X		Marty Schaan	FMD	X	
Erling Madsen	HS Supply Center	X		Liz Scott	Physical Therapy	X	
Britni Brenna	Safety Resources	X		Susan Fillo	OVPH/Admin- Office	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	Called to order at 11:04		
2.	Approval of Agenda	Approved		
3.	Errors/Omissions & Approval for previous Minutes	Approved		
4.	Business Arising from minutes of last meeting			
	Ongoing Building Renovations update	A-Wing & C-Wing (MUMPS) On schedule asbestos continuing two floors, demolition progressing no major incidents one fire alarm due to uncovered detector. Concern expressed about presence of dust entering the occupied portions of the building on ground floor – contractors will be made aware.	Curt	
	Inspection update	Will be scheduled over next month.	Curt/ Patrick/ All	Ongoing
	CLRC card access door not locking.	Andrea has reported to Protective Services. Nothing appeared to be wrong with the schedule or access pad. Please report to the access reporting form if this happens again.	Andrea	Closed
5.	New Business			
	Incidents/Investigations/ Concerns	Stolen building master keys from Graham office, no further information has been provided investigation continues. All – report anything suspicious to Protective Services. Still can't hear fire alarm in B503 Fire drills – Sept 14: - Communication to floor wardens and door guards – texting may be a possible solution for the chief fire wardens to use to advise them of the status of things and when to let people back in; - Noted that there was some congestion in E wing back stairwell (S2). - Standardized Patients to exit via the ped link to RUH instead of down stairs. - suggestion to have something like yellow ID cards that floor wardens and door guards could always have with them incase they are out of the office when an alarm goes and it would help identify who they were to people.	All Marty/ Curt All/ Curt	Closed Oct 31/17 Oct 31/17

		<p>- Noted that the fire doors and shutters were not activated for the drills on Sept 14 as Safety resources decided they did not need to be tested. Caused some issues with people being able to enter the building where we don't normally have door guards.</p> <p>Campus Drive/Wiggins road cross walk congestion issue with pedestrians and traffic relay concerns to Campus Security – suggestion to monitor situation.</p> <p>Question was asked is another lockdown drill would be held. Nothing is scheduled at this time but the alertus system will be tested campus wide on Sept 28/17 at 9:30 a.m.</p> <p>There are no fire extinguishers – SPT Ewing even though indicated on building signage this will be checked out. Checked after meeting and it was confirmed that the fire extinguishers are installed as shown on the evacuation plans</p> <p>Stairwell by beside elevators in third floor E wing needs cleaning – reminder to report to FMD requesting custodial services.</p> <p>Lack of housekeeping complaints in Ellis Hall/RUH - this is under jurisdiction of health region, not the university.</p> <p>Standardized patient in CLRC fainting from heat in room sent complaint FMD was monitoring – this area is being worked on and will take time. Associate Director, Learning Services, is aware of situation</p> <p>Light sensor in basement remains ongoing issue increase time light is on? Marty will investigate options.</p> <p>OH&S Committee Report – fainting, two needle sticks incidents investigator closed file. Incident reports can be submitted on behalf of external individuals on campus if you see something.</p>	<p>Marty/ Curt</p> <p>Curt</p> <p>Liz S</p> <p>Marty</p> <p>Curt</p> <p>Curt</p> <p>Marty</p> <p>Britni</p>	<p>Oct 1/17</p> <p>Closed</p> <p>Closed</p> <p>Oct 1/17</p> <p>Closed</p> <p>Ongoing</p> <p>Oct 15/17</p> <p>Closed</p>
6.	Other Business	None		
7.	Announcements	None		

8.	Meeting Schedule for 2017-18	December 12 th 2017 at 11am in GD04 in HSc 2018 schedule to follow		
	Materials needed for next meeting			
	Meeting adjourned	11:45 am	All LSC Members	
8.	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.**