



Minutes

Local Safety Committee

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| Name of Committee | Health Sciences Local Safety Committee | Meeting Date | | December 11, 2018 | | | |
| 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 | OVPH & Chair | X | | Heather Neufeld | OVPH/Research Labs | X | |
| Harold Shiffman | CoM ObGyn & Path | X | | Michele Moroz | LASU | X | |
| Mark Boyd | OVPH/Research Labs | X | | Gregg Parchomchuk | CoM Pediatrics/SHA | | X |
| TBD | CH&E | | X | Helen Pocha | OVPH/CLRC | X | |
| Patrick Hauser | Safety Resources | X | | Liz Scott | SRS | | X |
| Alison Jantz | HSc Library | X | | Angela Seto | HSSC | X | |
| George Katselis | CCHSA | | X | James Talbot | Student Labs | X | |
| Vicki Keeler | OVPH/Research Labs | X | | Kendra Ulmer | CCHSA - Office | X | |
| Susan Fillo | OVPH/Admin-Office | X | | Shannon Wiens | CoPN - Office | | X |
| Troy Linsley | OHC Rep | | X | | | | |
| Chris O'Grady | OVPH/Research Labs | 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 | Curt | |
| 2. | Approval of Agenda | Approved | Curt | |
| 3. | Errors/Omissions & Approval for previous Minutes | Minutes approved | Curt | |
| 4. | Business Arising from minutes of last meeting | | | |
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| | Ongoing Building Renovations update | Progressing well and on schedule. Move into morgue 3 rd floor first of January. | Curt | Ongoing |
| | Inspection update: Office inspection email from Patrick for self-inspections | Office inspection email has gone to this committee. Subsequent email will be sent through the college communicators. | Curt/ Patrick/ All | Ongoing |
| | Light sensor in B310 E-Wing Emergency lighting is lacking | Confirmed there are two emergency lights | FMO | Closed |
| | Rm GD80.2 - Bio Hazard waste room cleaning responsibility | Custodial is allowed to do cleaning in this area but need to get training from Andrea with Safety Resources. Any questions please contact Patrick or Andrea. Curt will send out correspondence that custodial are to start cleaning this area. Sign will also be posted regarding the smell sensitivities. | Patrick | Closed |
| | HSc E-Wing Desk hatches leaning forward | FMD is aware of the issue, will be left on the agenda and included in office inspections | Curt/ Patrick | Ongoing |
| | Protocol for dealing with unwanted people in offices | Curt and Protective Services will work on this issue further. Use the safe word until then. "There is a package to be delivered." | Curt | Closed |
| | Wearing of Lab coats and PPE in Research Labs | Patrick will share with the group a comprehensive resource document that Safety Resources is developing that will provide information for people responsible for lab personnel and lab managers on how to determine what PPE is required in each lab as they are not all the same. Culture needs to be changed. Subcommittee of this group to be struck to meet, share ideas on how to change culture for to get compliance. Patrick to send meeting invite | Vicki/ Patrick | Ongoing |

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| | | in January to health sciences lab managers including James, Cindy Thomson, etc.. | | |
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| | Corner of Wiggins & Campus Drive Water Puddle in Front of D-Wing | This is now in possession of the university planners. | Patrick | Ongoing |
| | Crosswalk to Arts from North End of D-Wing | Plans are drawn up. Work expected to start summer of 2019. Noted on same list as the corner of Wiggins & Campus with the university planners. Ask for letter from OHC to take responsibility for this one. | Curt | Ongoing |
| | Signage for Public Areas re wearing of Lab Coats and Hospital Scrubs | Draft sign received, safety resources will provide printed copies and post. This will be on the agenda as well with the subcommittee on Lab PPE. Need link to RUH/SHA – Patrick will follow up with Westwinds OHS reps for the SHA. | Patrick | Ongoing |
| | HSc D-Wing Loading Dock Load Leveler | Angela mentioned that the HSSC loading dock ramp is not working properly. Does not fold in when it closes; therefore, the drivers cannot use it and creates a work hazard. HSSC has sent in numerous tickets to FMO which all come back as resolved, but it is not. Angela will send Patrick the WO #s along with a picture. Update: requests have been sent in, no complaints have been received from couriers lately. | Angela/ Patrick | Closed |
| | HSc E-Wing Broken Windows – Timeline for Repairs | Repairs ongoing, it take three months to receive windows others have cracked in the meantime. | Curt | Closed |
| 5. | New Business | | | |
| | Incidents/Investigations/ Concerns | Person reported they could not hear fire alarm in 4D10.1 in tissue culture lab. Request has been submitted to FMD. | James | Ongoing |
| | | Lights flickering in E wing parade – Curt will report | Kendra | Ongoing |
| | | Wash-up staff allergies to animal dander – advised to wear N95 masks and signage has been increased. Facilities is working on a solution to help vent the odours to the outside but it needs to be engineered and will take some time to complete. | Heather/ Mark/Curt | Ongoing |
| | | Spill reported Andrea and Terra investigated | Mark | Closed |
| | | | Harold/ | Ongoing |

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| | | <p>Gap in training SHA clerical/administrative staff in clinical environments. More applicable training needed with focus on hazards entering into clinical areas, receiving hazardous materials, etc. Patrick can provide training session upon request.</p> <p>Materials stocked in loading dock impacting spot for empty Praxair tanks. Contact HSSC – Angela</p> <p>Lights went out in Health Sciences Library Sunday evening including emergency lights for approximately 45 minutes. Issue has been reported to FMD and will be investigated.</p> <p>OAC meeting on the 13th and Patrick will raise the issue that an OAC representative is needed to attend the HSc LSC meetings which has not been happening. Overall incidences are down on campus. Space heater safety information is being circulated.</p> | <p>Patrick</p> <p>Michele/ Angela</p> <p>Allison</p> <p>Patrick</p> | <p>Closed</p> <p>Ongoing</p> <p>Ongoing</p> |
| | Health, Safety & Emergency Preparedness Information for Students re U of R | Dave Welsh provides specific 30 minute sessions on EPRS, lockdown evacuation, 30 min session. Noted U of R employed posters in multiple languages. Lockdown drills in health sciences difficult to schedules suggest plan same time as fire drills. | Patrick/ Curt | Closed |
| 6. | Other Business | | | |
| 7. | Announcements | | | |
| 8. | Meeting Schedule for 2018-19 | <p>March 12, 2019 @ 11 am in GD04</p> <p>June 11, 2019 @ 11 am in GD04</p> | | |
| | Meeting adjourned | Adjourned at 12PM | 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**