



## LOCAL SAFETY COMMITTEE MINUTES

**Meeting date:** June 1, 2021, 10-11am on Microsoft Teams

### Attendance

| MEMBER                       | DEPARTMENT   | Present? |   | MEMBER  | DEPARTMENT  | Present? |   |
|------------------------------|--|----------|---|---|---|----------|---|
|                              |  | Y        | N |   |   | Y        | N |
| <b>Chris O'Grady (Chair)</b> | Health Sciences / Research Labs  | *        |   | <b>Heather Neufeld</b>                            | Health Sciences / Research Labs   | *        |   |
| <b>Harold Shiffman</b>       | College of Medicine<br>Department of Obstetrics and Gynecology / Pathology and Laboratory Medicine |          | * | <b>Michele Moroz</b>                              | Lab Animal Services Unit (LASU)   | *        |   |
| <b>Mark Boyd</b>             | Health Sciences Research Labs  | *        |   | <b>Mark Walkner</b>                               | College of Medicine<br>Department of Pediatrics / Saskatchewan Health Authority (SHA) |          | * |
| <b>TBD</b>                   | College of Medicine<br>Department of Community Health and Epidemiology                             |          |   | <b>Helen Pocha</b>                                | Health Sciences Clinical Learning Resource Centre (CLRC)                              | *        |   |
| <b>Patrick Hauser</b>        | Safety Resources   | *        |   | <b>Brenda Pollock</b>                             | College of Medicine<br>School of Rehabilitation Science                               | *        |   |
| <b>Alison Jantz</b>          | Leslie & Irene Dubé Health Sciences Library  | *        |   | <b>Kayla Wiebe</b>                                | Health Sciences Supply Centre (HSSC)  | *        |   |
| <b>George Katselis</b>       | Canadian Centre for Health and Safety in Agriculture (CCHSA)                                       | *        |   | <b>Dawn Giesbrecht</b>                            | Student Labs  | *        |   |
| <b>Vicki Keeler</b>          | Health Sciences / Research Labs  | *        |   | <b>Kendra Ulmer</b>                               | Canadian Centre for Health and Safety in Agriculture (CCHSA) Office                   |          | * |
| <b>Lucinda Proulx</b>        | Health Sciences Office   | *        |   | <b>TBD</b>  | College of Pharmacy and Nutrition Office  |          |   |
| <b>Peter Krebs</b>           | Occupational Health Committee (OHC)  |          | * | <b>Spencer Richards</b><br>(not a regular member) | Protective Services   |          | * |
| <b>Curtis Larson</b>         | Health Sciences  |          | * | <b>Tara Donovan</b>                               | Bio Safety & Environmental Officer  | *        |   |
| <b>Cindy Thomson</b>         | CUPE Member – Tech   | *        |   | <b>Ellen Wasan</b>                                | College of Pharmacy and Nutrition   | *        |   |

## Minutes

| ITEM | PROBLEM OR CONCERN*<br><i>Give full explanation and details.<br/>Divide old/new concerns.</i>                          | ACTION TAKEN OR PROPOSED  | PERSON RESPONSIBLE FOR ACTION | TARGET DATE |
|------|--|---|-------------------------------|-------------|
| 1    | Meeting called to order  | Called to order   | Chris                         |             |
| 2    | Approval of agenda   | Approved  | Chris                         |             |
| 3    | Errors / omissions and approval of previous minutes  | Minutes approved  | Chris                         |             |
| 4    | Business arising from minutes of last meeting  |   |                               |             |
|      | <ul style="list-style-type: none"> <li>E wing Emergency Evacuation Procedure update and E-Wing Chief Warden</li> </ul> | Patrick still working on this. It will be a standing item.  | Patrick / Chris / Tara        | Ongoing     |
|      | <ul style="list-style-type: none"> <li>Loading Dock Cylinder Storage</li> </ul>  | Cylinder storage and training has been dealt with and warehouse staff have received training. Everyone in the warehouse wears steel toe footwear all the time.  | Tara / Kayla                  | Complete    |
|      | <ul style="list-style-type: none"> <li>Virtual Fire Drill Survey</li> </ul>  | This has been completed. Spring fire drills will be the second week of June and the drills will be in the building.   | Patrick                       | Complete    |
|      | <ul style="list-style-type: none"> <li>OHC Minutes</li> </ul>  | Patrick linked the minutes. Tamara will be the new OHC Member.  | Patrick                       | Ongoing     |
| 5    | New business   |   |                               |             |
|      | <ul style="list-style-type: none"> <li>Flickering lights in E-Wing</li> </ul>  | Last week in E-Wing, the overhead lights were flickering. Helen reported this to facilities who worked on it over the weekend; but as of yesterday, they were still flickering. Allison shared that the library staff noticed this as well. Helen will contact facilities again and will loop in Chris. | Helen / Chris                 | Ongoing     |
| 6    | Other business   | n/a   |                               |             |
| 7    | Announcements  | n/a   |                               |             |
| 8    | Next meeting   | August 31, 2021, at 10am  |                               |             |
|      | <ul style="list-style-type: none"> <li>Meeting Adjourned</li> </ul>  | Adjourned at 10:30am  | All LSC Members               |             |
| 9    | In my opinion, the above is an accurate record of this meeting: Chairperson Chris O'Grady                              |   |                               |             |

\* Every attempt must be made to resolve issues at the Local Safety Committee (LSC) level before referring to the Occupational Health Committee (OHC).