



Minutes

Local Safety Committee

Name of Committee	Health Sciences Local Safety Committee	Meeting Date		March 2 10:00 – 11:00 am Microsoft Teams			
Worksite Mailing Address & Postal Code	Rm 5D30, Health Sciences Building 107 Wiggins Road Saskatoon, SK.						
Members	Dept	Yes	No	Members	Occupation	Yes	No
Chris O’Grady	USask HSc Labs/ Chair	x		Heather Neufeld	USask HSc/Research Labs	x	
Harold Shiffman	CoM ObGyn & Path		x	Michele Moroz	LASU	x	
Mark Boyd	USask HSc Research Labs	x		Mark Walkner	CoM Pediatrics/SHA		x
TBD	CH&E			Helen Pocha	USask/CLRC	x	
Patrick Hauser	Safety Resources	x		Brenda Pollock	SRS	x	
Alison Jantz	HSc Library		x	Angela Seto	HSSC	x	
George Katselis	CCHSA	x		Dawn Giesbrecht	Student Labs	x	
Vicki Keeler	USask HSc /Research Labs	x		Kendra Ulmer	CCHSA - Office		x
Susan Fillo/ Lucinda Proulx	USask HSc -Office	x		TBD	CoPN - Office		
Peter Krebs	OHC representative	x		Spencer Richards (not a regular member)	Protective Services		
Curtis Larson	USask HSc Admin	x		Tara Donovan	Bio Safety & Environmental Officer	x	
Cindy Thomson	CUPE Member – tech	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	Chris	
2.	Approval of Agenda	Approved	Chris	
3.	Errors/Omissions & Approval for previous Minutes	Minutes approved	Chris	
4.	Business Arising from minutes of last meeting			
	Signage for Public Areas re wearing of Lab Coats and Hospital Scrubs	No updates to report.	Patrick	Ongoing
	Complaints about cigarette butt issues in Ewing	No updates. Remove from agenda.	Patrick	Complete
	E wing Emergency Evacuation Procedure update and E wing Chief Warden	Chief Fire Warden is required. Chris will help out with this as Curtis is swamped. Chris will also loop Tara in and she will assist as well.	Patrick/Chris/Tara	Ongoing
	Loading Dock Cylinder Storage	Angela will go to Canadian Tire to get straps to hold the cylinders. Angela's team has a process now to get the cylinders picked up sooner so they are not sitting there.	Patrick/Angela	Complete
	Loading Dock Near Miss Report	Further concerns were raised around proper training and SOPs and Angela's team was able to come up with solutions. Angela will ensure proper SOPs are in place for loading and training on pallet jack, ensure staff are wearing proper PPE are in place. Part of the reason this occurred is due to COVID and change in duties. Angela shared that others should look at their processes and improve.	Angela/Chris	Complete
	Virtual Fire Drill Survey	The Safety page has been changed/moved to the PAWS Safety channel; this is where you can find the Virtual Fire Drill Survey.	Patrick	Complete
	OHC Minutes	Incidents are down across campus and mask wearing compliance is a non-issue	Patrick/Peter	Ongoing
5.	New Business			
	Lab Issues – Cleaning Chemicals	Vicki was cleaning lab chemicals and one plastic bottle exploded in her hands. This has potential for injury. Lots of old bottles are like egg shells. Patrick suggested that they contact Waste Management Facility to help clean-up brittle bottles.	Vicki/Patrick	Complete
6.	Other Business			

	Minutes of LSC Meeting	Lucinda wanted to know how long the minutes for the LSC committee need to be kept for. Patrick confirmed that minutes should be kept for 5 to 7 years. On the Health Sciences website there are missing 2020 minutes, Lucinda will send what she has to Chris to review to ensure they are correct and once reviewed Lucinda will post to the website.	Lucinda	Complete
7.	Announcements	Angela Seto is leaving the University at the end of March.	Angela	
8.	Next Meeting:	June 1, 2021 at 10:00 am		
	Meeting adjourned	Adjourned at 11:00 am	All LSC Members	
8.	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 LSC level before referring to OHC**