



Faculty of Science Safety Committee Meeting

October 11, 2024, ~ 10:00 a.m. – 11:30 a.m.

Dean of Science Boardroom

Attendees:

Dean of Science Office & Meeting Chairperson - Dr. Sam Veres, Dean of Science

Dean of Science Office – Leanne Lucas, Science Safety Advisor

Department of Astronomy and Physics – Dr. Mike Dunlavy

Department of Chemistry - Dr. Jason Masuda, Jennifer Wright

Animal Facility: Caila Henderson

Department of Biology – Dr. David Chiasson

Department of Geology – Dr. Simone Booker

Human Resources Department – Valerie Wadman

Facilities Management Department – Pat Farmer

Minute taker – April Scheller, Psychology Department

Call to Order

The meeting was called to order at: 10:05pm

GENERAL BUSINESS

Call for Agenda Item Additions

Add under Other Business: Required height between ceiling and objects.

Minutes from the September 2024 meeting

Minutes unanimously approved and carried.

BUSINESS ARISING

FSSC membership

S. Veres proposed a 2-year,11-month term for Chemistry technician, Jennifer Wright. Committee approved J. Wright as an official member of the FSSC.

S. Veres proposed J. Masuda be appointed to the committee as Vice Chair. Committee approved the proposal.

Science Building Exterior Ground Cover

Given the previous fire, replacement of the mulch directly against the Science building exterior with a buffer of non-combustible ground cover (for example beach stone) should be considered. P. Farmer will discuss this with Edmonds on Tuesday and report back to the committee.

Hazard and Control Assessment Form

The form has been revised to make it broader and less specific to chemical hazards. L. Lucas added who should be using the form, added links, and the Science Safety Advisor contact information.

The Reviewed by section should be moved to its own table and is optional depending on what is being reviewed. Some small edits will be made to the form and L. Lucas will create a fillable pdf for the Science safety webpage.

REPORTS

Safety Advisor Report

Summary of Injury/Incident Reports for Faculty of Science

No reports to review currently. Last meeting reports are included in this meetings documentation since they were unavailable during the September meeting.

OHS & Wellness Consultant: JOHSC Activity and Information

June minutes were approved. September will be reviewed next week. SAS is working on moving the training to Brightspace.

L. Lucas and V. Wadman are busy with risk assessments.

A reminder that as of September 1, 2024, science technicians are covered by workers compensation for psychological workplace incidents. The OHS act is changing in 2025, and this will apply to everyone.

V. Wadman will send new pandemic requirements to S. Veres and L. Lucas. Covid-19 kits are no longer available and will only need to be used by high-risk individuals.

New water signs have been printed and distributed.

L. Lucas and S. Veres will do some more work on looking into an online system for completing incident reports and how to add signatures to the forms.

NEW BUSINESS

SSWP 10: Guidelines for Safe Work Practices in Teaching Laboratories

L. Lucas reviewed the old work instruction version, now SWP 10. It was noted that the PT instructors should review before the course begins. The FT faculty member or technician is responsible for the lab manual and review every 3 years. Lab manuals can be sent to L. Lucas to review before the course begins as an extra step.

Review Safety Policy (6-2007)

Any additions to the safety policy are due to V. Wadman by November 18th, 2024.

WHMIS review

V. Wadman will look into a more advanced WHMIS training option for lab supervisors and S. Veres will ask Chairs to discuss this with their departments to see what kind of training they would be interested in. Any department feedback can be sent to L. Lucas.

OTHER BUSINESS

Ceiling Height

P. Farmer confirmed there should be 18" between the ceiling and any objects. Best practice is not to load up bookshelves with items on the top shelves. P. Farmer will look at shelving in M. Dunlavy's storage area. L. Lucas will communicate this to the science departments.

ACTION ITEM: S. Veres will check on the waste equipment piling up in the corner of the science building. Nothing should be stored there. S. Veres will discuss options with Facilities on what to do with that open space. Disposal of used equipment should happen regularly going forward. L. Lucas can arrange another pickup and will notify departments.

L. Lucas has been sending out regular emails to Science departments containing updates from the FSSC meetings. V. Wadman requested a reminder be sent to unplug kettles and toasters when not in use. S. Veres suggested this could be a recurring item in the SMU Newsletter as public information.

Meeting adjourned at 11:16 am.

Dr. Sam Veres
Meeting Chairperson, Faculty of Science Safety Committee
Dean of Science