

**THE UNIVERSITY OF BRITISH COLUMBIA  
DEPARTMENT OF EARTH, OCEAN and ATMOSPHERIC SCIENCES**

**SAFETY TEAM MEETING MINUTES**

**Thursday, February 28, 2019**

**ESB Room 2064**

**9:30am - 10:30am**

**Present:** Renee Haggart (Co-Chair), Ian Ayeras (Secretary), Tim Morgan, Denise Feighan (PIMS), Mike Leblanc, Amy Chan, Roger Francois (Co-Chair), Peggy Ng (Statistics), Rich Friedman, Kate Blackburn (Faculty of Science), Lora Pakhomov, Amy Chan, Kevin Lin (Data Science)

**Regrets:** Katherine Raymond (Grad Student Representative)

**Action Items:**

- **Meeting called to order: 9:32AM**

**Adoption of previous Safety Committee Meeting Minutes:** Thursday, January 31, 2019

Approved: DF

Seconded: LP

**1. ACCIDENT/INCIDENT REPORTS:**

- Incident report #123176: Loading dock incident – a vehicle delivering samples backed off the loading dock. Building Ops were contacted first but deemed too dangerous to assist. BCAA was contacted but employees used a forklift to assist vehicle back to level ground, which was not recommended. TM has put on updated safety signs for proper delivery procedures.

**2. ITEMS ARISING FROM THE MINUTES:**

- Follow-up on machine shop noise. RMS and employee to arrange to come in and assess the noise before bringing in outside company. In the meantime, updated ear plugs to be provided for the employee.
- KR has taken initiative to come up with an information sheet for rock saw usage with safety information and warnings. Similar information sheets will be created for similar equipment. RF to send out to email and information to department. Suggestions to add would be contact info and working alone policy on sheets. TM to touch base with KR with regards to information sheets.

**3. NEW BUSINESS**

- Call for volunteer ergonomics representative. RH calls for anyone that would be interested to contact her directly. Training is approximately 2 hours.
- Fire Drill – TM informs that a date must be set in order to do a drill this year for ESB/EOSS/EOSM. Historically, reports have been good and that a recommended time would be during a period where it's not busy, preferably summer.

Meeting Adjourned 9:54AM

**Next Safety Team Meeting - Thursday March 28, 2019**