**THE UNIVERSITY OF BRITISH COLUMBIA**

**DEPARTMENT OF EARTH, OCEAN and ATMOSPHERIC SCIENCES**

**SAFETY COMMITTEE MEETING MINUTES**

**Thursday, February 15, 2018**

**ESB Room 2025**

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

**Present:** Renee Haggart (Co-Chair), Roger Francois (Co-Chair), Ian Ayeras (Secretary), Kate Blackburn (Faculty of Science), Katherine Raymond (Grad Student Rep), Mike LeBlanc, Lora Pakhomova, Rich Friedman, Denise Feighan (PIMS), Tim Morgan, Tarn Khare (MDRU).

**Regrets:** Peggy Ng (Statistics), Teela Narsih (Risk Management), Peter Winterburn, Amy Chan.

**Action Items:**

* **Meeting called to order: 9:31AM**
* Discuss Electrical Panel Accessibility Memo - TM
* Discuss WorksafeBC Inspection Reports - TM

**Adoption of previous Safety Committee Meeting Minutes:** Thursday, January18, 2017

Approved: ML

Seconded: DF

1. **ACCIDENT/INCIDENT REPORTS:**
* (Security Issue) PME Vault Alarm triggered b/w 10:00am-10:30am on Tuesday, February 13th. No evidence of why alarm went off. Brett Gilley suspects he may set off alarm earlier that day. Alarm may have been out of sync when Brett entering the area with guest. TM checked with security and found out that alarm clock was off by an hour. Security thinks back alarm went off. No evidence of intrusion.
1. **ITEMS ARISING FROM THE MINUTES:**
* RMS Inspection Finding Report responses. Track any outstanding personnel who have not yet responded. IA to coordinate with RH
* Electrical Panel Accessibility – TM to walk around and survey the electrical panels, ensuring proper access
* WorksafeBC Inspection Reports – Info passed from RMS - Discussion regarding fatal incident at ice arena in Fernie, BC in October. Doug Mitchell Thunderbird Sports Centre was recently reviewed as a result, and the inspection report included five orders (attachment). Awareness regarding Exposure Control Plans and contaminants, heightened prominence in annual lab inspections if there are concerns.
1. **NEW BUSINESS**
* KR brought up concerns from graduate students regarding transporting gases without completing transportation training. Supervisor is responsible to make sure that students/staff have completed appropriate training. TM advises that students who have not completed training should inform their supervisor. Note that these students are not shipping/receiving, they are moving dewars within lab spaces.
* LP inquired about field safety training. TM directed her to Field Safety component on EOAS safety website. TK to share MDRU wiki regarding their procedures for field protocols/forms. TK to send to IA to distribute to committee members.
* RH inquired about ESB AED battery inspections. KB confirmed that she checks them monthly.
* KB followed up on ice pack distribution from January meeting. Received confirmation that they cannot be in the Level 1 first aid kit.
* KR inquired if there is a UBC ergonomic resource to refer for an individual that is currently in physiotherapy. RH will provide contact info.

Meeting Adjourned 10:10am

**Next Safety Committee Meeting - Thursday, March 15, 2018**