**THE UNIVERSITY OF BRITISH COLUMBIA**

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

**SAFETY TEAM MEETING MINUTES**

**Thursday, March 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, Peter Winterburn, Teela Narsih/Ben Loosley (RMS)

**Regrets:** Peggy Ng (Statistics), Tarn Khare (MDRU), Amy Chan

**Action Items:**

* **Meeting called to order: 9:32AM**
* Address the items in the EOAS RMS Departmental Inspection Report (ongoing – see attachment) – RH/RF
* Review accessing field safety training and sharing of the MDRU wiki for procedures for field protocols/forms – RF
* Accessing UBC ergonomic resource for staff/faculty – RH

**Adoption of previous Safety Committee Meeting Minutes:** Thursday, February 15, 2018

Approved: RF

Seconded: ML

1. **ACCIDENT/INCIDENT REPORTS:**
* Discuss Incident Report #121503 | March 5, 2018 – TM/RF (see attachment)
1. **ITEMS ARISING FROM THE MINUTES:**
* Will need to follow-up with PI’s regarding inspection reports. More than half of PI’s still have not replied to date. There is still uncertainty with what RMS inspection reports indicates for each lab. Consider notifying the PI’s directly from the Dept. Head. RH to speak to Roger Beckie and see if he would send out a reminder to PI’s. BL offering to provide inspection reports if needed.
* TM confirms that he has completed 4 Electrical panel checks. 3 of 4 panels checked were OK. PI have been notified of the 1 panel that needs attention.
1. **NEW BUSINESS**
* KR inquired on whom to contact regarding the recycling of gloves. ML suggests that they are not recyclable because they would be contaminated upon use.

Meeting Adjourned 9:50AM

**Next Safety Team Meeting - Thursday, April 19, 2018**