

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

EOAS/ESB LOCAL SAFETY TEAM
MEETING MINUTES

Tuesday, January 12th, 2021

Zoom Room

9:30am – 10:30am

Present: Roger Beckie (Chair), Kate Blackburn (Dean's Office), Anne-Martine Doucet (Graduate Student Representative), Denise Feighan (PIMS), Brian Hunt, Bethany Ladd, Tim Morgan, Kimberly Tietjen (Secretary), Peggy Ng (Statistics), Kevin Lin (Data Science)

Regrets: Marc Bustin

Action Items:

- **Meeting called to order:** 9:31 AM

Adoption of previous Safety Committee Meeting Minutes:

Approved: Denise Feighan

Seconded: Kate Blackburn, Brian Hunt

1. ACCIDENT/INCIDENT REPORTS:

- Follow-Up on CO2 Leak in Dipple Lab
 - TM advised that this incident is resolved. It was determined that the O2 sensor was not necessary and was removed. The incident report has been finalized.

2. ITEMS ARISING FROM THE MINUTES:

- Review of Laboratory & Office Safety Inspections
 - TM advised that the labs need to be notified of their results of their inspections. RB confirmed that will be coordinated offline.
- Discussion of Risk Assessment and First Aid Training for Field Courses
 - RB received a lengthy proposal from the Banfield Oceanography school for their safety, which BH reviewed and confirmed it looks good. That course will take place on campus. TM confirmed that the final safety plan and numbers are being worked out, and he is waiting on how much PPE is needed to meet the requirements. COVID Self-Assessment Recommendations
 - TM hasn't heard if the field courses will be running in-person. The Oliver field school is not yet completed, and there is no word on Saltspring. RB will contact Ken & James CC'ing Philippe to ask for an update and a safety plan if they are running the field courses in-person.
 - RB received preliminary approval in November for the Hydrology field school but needs to find out what details are needed for the safety plan.
 - BL & A-MD will put together a directory of field safety courses in time for the next meeting.
- COVID Self-Assessment Recommendations
 - The self-assessment forms have been updated. There has been no feedback so we are moving forward. TM confirmed that he archived all the old forms once the new forms went up.

3. **NEW BUSINESS:** Process for Review & Approval of Fieldwork: Next Steps

- RB stated that the Safety Committee meeting is not the venue to work through developing the new process for field safety plans. The idea of a flowchart was agreed on by the committee as the easiest way to navigate and determine what field safety is needed for any given research.
- A decision on flowchart ideas will be made at the next Safety Committee meeting and a subset of us can begin working on the conceptual details of it. RB advised that the to-do list needs to be simple, but the actual forms will need to be detailed.
- BL advised it will be a good idea to make use of the new website. TM agreed that making sure all forms are able to be filled online will be important.
- BL added that in addition to revamping the approval process, the new safety procedures need to include harrassment, diversity, and inclusivity. We need a code of conduct that's specific to fieldwork for behaviors and reporting procedures. A-MD recommended reaching out to the EDI committee for help with that. The Grad Council is also putting together a comprehensive document for grad students and that could be added to the section on field safety when it is ready.

4. **NEW BUSINESS:** It was agreed that the Safety Team meetings would begin at 9:00am going forward.

Meeting Adjourned: 10:27am

Next Safety Team Meeting – Tuesday, February 9th, 2021 at 9:00am.