

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

EOAS/ESB LOCAL SAFETY TEAM
MEETING MINUTES
Wednesday, February 14, 2024
Room 2025 & Zoom
11:00am – 12:00pm

Present: Roger Beckie (Chair), Sebastian Medrano, Jie Le Baik (Data Science), Rozalia Mate (PIMS), Kevin Lin (Statistics), Alice Chang, Brian Hunt, Lindsay Nelson, Raul Benjamin Mendoza, Karris Hung (secretary)

Regrets: Kate Blackburn (Dean's Office), Irish Krolkowski, Matthijs Smit

Action Items:

- **Meeting called to order: 11:00 AM.**
- **Safety Sharing**
 - Rozalia shared the computer workstation ergonomics on how to set up a workstation correctly. She also shared there are online courses to help for setting up your UBC office workstation and remote home office workstation and provide guidance on how to access additional support In UBC Human Resources Office ergonomics webpage. SM will have the safety sharing in the next meeting.

Adoption of October Safety Committee Meeting Minutes (ESB):

Approved: Rozalia Mate
Seconded: Alice Chang

1. ACCIDENT/INCIDENT REPORTS:

- Rozalia reported an incident with an individual using common spaces in ESB and the AERL building in a meeting room and becoming confrontational when asked to leave, staff has reported to RCMP and campus security. BH also stated that the same individual entered to the lab area to look for something, and similarly become confrontational when asked what can be helped. SM will raise up to JOSHC in the next meeting and send out email to everyone in EOAS to alert this repeated incident.

2. ITEMS ARISING FROM THE MINUTES:

- Building emergency exit plan
 - SM reported that he has been working with the building emergency floor plan, and would updated in the personal safety checklist form.

3. NEW BUSINESS:

- Annual fire drill schedule
 - SM reached out the schedule of fire drill and asked for committee's comment to include students for the fire drill. There are potentially security issue of laptops or other belongings leave in the classroom during fire drill. RB will follow up with SM on the schedule and circulate around committee.
- First aid training uploaded on Workday
 - RB indicated that the first aid training certificate could be uploaded on Workday, it would benefit the instructor or TAs to review who had the first aid certificate.

Meeting Adjourned: 11:52 AM

Next Safety Team Meeting: Wednesday, March 13rd, 2024 at 11:00 AM.