Minutes of Meeting
Joint Health and Safety Committee
Leslie Dan Faculty of Pharmacy (LDFP)
Thursday, 14 May 2015 @ 1:00 pm, Room 1210

For Approval at Next JHSC Meeting

Present: Jessy Balendra (W), Carolyn Cummins (M), Sam D’Alfonso (W), Chesa Dojo Soeandy (W), David Dubins (M), Paul Grootendorst (M), Jeffrey Henderson (M), Ray Reilly (E), Geoff Shirtliff-Hinds (M), Jack Uetrecht (M), Zarko Zlicic (W)

Absent: Ayoob Ghalami (E), Maya Latif (W), Titi Oridota (M), Donald Wong (W)

Regrets: Heather Boon (E)

Chairperson for this meeting Zarko Zlicic (W)

W= Worker M= Management E= Ex officio

APPROVAL OF MINUTES

- The minutes of 28 January 2015 were approved by the Committee

1. Business arising from Minutes of 28 January 2015

- Still waiting for confirmation re: Biosafety Level II requirements from Biosafety Committee.
  - Which labs will be affected; renovations required; necessary signage; required updates to Standard Operating Procedures; etc.
  - Renovations might require labs to be decommissioned so we want to confirm which renovations are absolutely necessary according to the new Level II definition.
  - Ideally we’d like to know before the new Biomolecular Sciences Assistant Professors set up their new labs which are currently defined as Level II.

Action Item: Geoff to confirm anticipated timeline from Biosafety Committee

- Annual Inspection Report update
Action Item: Zarko to add to Inspection Report an inspection of the route to Eye Wash and Showers according to the American National Standards Institute Requirements.

- First Aid Sheets are ready to be posted.

- New Millipore System (wireless system for the whole department)
  - Geoff and Zarko met with Millipore representative but the system is too expensive at this time and will be left for possible future consideration.

Future Agenda Item: Discussion of ideas for monthly inspections to fulfill USW requirements.

- Instructions for Lab waste disposal buckets are on the EHS website for downloading and posting.
Action Item: Zarko will print these out and post them around the building.

2. Fire Safety Audit

- Inspection concerns have been corrected.

3. Laundry Service

- Several labs were notified that they were not compliant re: Lab Coat Safety
  Action Item: Geoff will forward what are the required standards to Zarko.
  o Including information on Level II Lab coats.

Action Item: Carolyn will forward Animal Care Laundry Facility information to Zarko.

Action Item: Sam to replace current washing information on website with up-to-date information.

4. Occupational Health and Safety requirement (http://main.its.utoronto.ca/hsa/)

- Department Management have been made aware of the requirement that all staff are required to complete the Basic Safety Awareness course and are responsible for having it enforced.

5. Other Business

- Committee Member changes:
  o Ray Reilly’s term as Associate Dean of Research ends 30 June 2015.
  o New Associate Dean of Research will become an ex-officio member of the Committee.
  o Christine Allen will become the new Biosafety Officer for the Faculty.

- WHMIS Course update:
  o EHS will be revising WHMIS training to increase focus on labs.
  o More information will be forwarded when available.
  o The Committee was reminded of the basic safety training requirements for students
  • WHMIS, Basic Safety Awareness, and Basic Biosafety training (distinct from Biosafety Certification).

Next Meeting: TBA