Minutes of Meeting
Joint Health and Safety Committee
Leslie Dan Faculty of Pharmacy (LDFP)
Tuesday, 7 October 2014 @ 10:00 am, Room 1200

For Approval at Next JHSC Meeting

Present: Carolyn Cummins (W), Sam D’Alfonso (W), Chesa Dojo Soeandy (W), David Dubins (M), Jeffrey Henderson (M), Maya Latif (W), Ray Reilly (E), Titi Oridota (M), Jack Uetrecht (M), Zarko Zlicic (W)

Absent: Jessy Balendra (W), Lilita Delgado (W), Ayoob Ghalami (E), Paul Grootendorst (M), Geoff Shirtliff-Hinds (M), Donald Wong (W)

Apologies: Heather Boon (E), Peter O’Brien (M)

Chairperson for this meeting Zarko Zlicic (W)

W= Worker M= Management E= Ex officio

APPROVAL OF MINUTES

• The minutes of 14 July 2014 were approved by the Committee

1. Business arising from Minutes of 14 July 2014

   - No space for bikes on the loading dock but there might be space in the garage where the bins are kept.
   Action Item: Titi and Zarko will talk to the Building Manager

   - Summer Safety Announcement suited to the Pharmacy Building for the benefit of incoming summer students/interns and a reminder to everyone else.
   Action Item: Zarko will draft an announcement in early Spring.

2. Summer Inspection Reports

Action Item: 16 new GFI plugs will need to be installed around the Faculty.

Action Item: Common Research Rooms (eg. Cold Rooms) require notices posted with contact information for maintenance.

Action Item: “Cold Room Days” to be established when all Principal Investigators and Research Staff/Trainees go through and discard old samples and do some cleaning.

Action Item: Zarko to contact Building Engineer to replace monitor components.

   - Many Level II labs are being left unlocked including their freezers
   Action Item: Zarko will organize a team to review Radioactivity signage and other safety precautions.
Action Item: Dave, Carolyn, and Jeff will assist in the safety precaution review.

Action Item: Joint Health Safety Committee members who can also volunteer for the safety precaution review committee to notify Zarko.

Action Item: Zarko will send out Safety Precaution Reminders every 6 months.

Action Item: Zarko will contact individual Principal Investigators regarding their inspection reports.

- Fumehood contents: many fumehoods have materials within the 8-inch restricted area along the front.

3. Biosafety Level II Laboratories

- All Biosafety Level II have to conform to new Canadian Standards by February 2015

Action Item: Ray will confirm with Ayoob what cell lines will move to Level I from current Level II classification.

Action Item: Zarko will request an EHS representative to attend the next JHSC meeting to speak about the new regulations.

Action Item: Titi will contact CCBR and MSB to consult with them about their response to the new regulations.

4. Other Business

- Zarko has been gathering quotes for purchasing temperature guard systems for the freezer alarms.

Action Items: Zarko and Titi will look at providing new systems for all laboratory floors.

Next Meeting: TBA