Minutes of Meeting
Joint Health and Safety Committee
Leslie Dan Faculty of Pharmacy (LDFP)
Tuesday, September 26 2017 @ 10:00 PM, Room PB 1210

For Approval at Next JHSC Meeting

Present: Carolyn Cummins (M, Co-Chair); Zarko Zlicic (W, Co-Chair), Monika Mis (W), Jessy Balendra (W), Donald Wong (W), Sam D’Alfonso (W), Chesarahmia Dojo Soeandy (W), David Dubins (M), Jeff Henderson (M)

Regrets: Stephane Angers (E), Heather Boon (E), Jack Uetrecht (M), Ayoob Ghalami (E), Nina Marelli (W), Jack Uetrecht (M)

Absent: Ruth Carew (W), Paul Grootendorst (M), Ricky Tsai (W),

Chairperson for this meeting: Carolyn Cummins (M, Co-Chair)

W=Worker M=Management E=Ex officio

1. Approval of the minutes of June 27th 2017.
   No corrections noted and minutes approved.

2. Posting of inspection reports to USW website.
   • Minutes are posted on Faculty website and publicly available. Zarko will send the missing minutes to Donald for faculty website.

3. Replacement of the distilled water taps
   • The work has been completed.

4. Discuss access to database (EHS)
   • Requested that Sam have access to the training records as a second check from our end.
   • Geoff stated that this is not possible due to software constraints. Instead, Sam can obtain a list of trained people from EHS.

5. Freezer sensors
   • Update from D. Dubins. Has made a relatively inexpensive (~$50) freezer sensor. It calls on two independent servers to try a fail-safe. Has wi-fi built in and will beep if disconnected from WiFi. Upon triggering, it can be programmed to call or to text a given phone number and will provide a private link to the current temperature of the freezer.
• Also developed a flood sensor – this is something that could be programmed to directly call 8-3000. A digital voice reports the problem and the location of the issue.
• Currently, one temperature monitor has been implemented in room 1219 and two flood monitors have been implemented in Bendayan lab.
• PIs should be made aware that these devices are available

6. Linoleum mats
• Zarko has priced out the cost of linoleum mats and C. Thomas (EHS) said that it is OK.
• This item has been currently put on hold due to a concern for a trip hazard. Titi is currently investigating alternatives.

7. First aiders
• Donald has found that there is currently only one person on the first aider list who is regularly in the building and has up-to-date training.
• Titi and Nina will put out a request for volunteers to get trained.
• Questions have arisen in regards to the contents of the first aid kits. UofT as an institution cannot provide aspirin in the first aid kits. However, an individual is free to give this to anyone in need, upon his or her request.
• In terms of a more specialized first aid kit with epi-pen, defibrillator or naloxone, it has been suggested that this is kept at the front desk.
• Geoff mentioned there is an AED (automatic external defibrillator) program with H&S that requires very little experience to use. Geoff will follow-up on status.
• The latches on the first aid kits have worn out and the kits no longer stay closed. These should be fully stock and replaced.

8. Cold room organization
• In Sept 2016 there was a cold room failure on 10th floor - after PIs were notified it was determined that 60-70% of items were unclaimed.

Action item – Investigate designating cold room space to specific PIs for each cold room. Zarko – will talk to the PIs and organize the room. Zarko is to give PIs a deadline to organize their items and any remaining, unclaimed items on that date will be disposed. Place an emergency contact notice on the door.
- Most PIs prefer to be given designated bins for cold room storage

9. Ventilation issues
• Dr. Hampson noted that there are open spaces that are open between the labs that can cross-contaminate air between labs.
• EHS came to inspect the labs and the gap in the ceiling that connects the two adjacent labs. EHS did not deem this a problem.
• Any PIs wishing to have this blocked can request a service order to do so.
• Any issues similar to this (ie. burnt smells or exhaust) can be directed to 8-3000. They should be trained and have the information available to direct you to the proper resources
• This issue is currently being looked at by UofT engineers who are performing a building wide inspection

10. Flood concerns
Dr. Bendayan remains concerned about the potential for flooding in her laboratory. Most recently, there was an example of a leak from Dr. Ping Lee’s lab – Mar 1, 2017. There was an accident with a dissolution apparatus, the student mopped it up right away. However, the water was able to get past there is a gap between the countertop and the splash guard. Countertop is made out of particleboard so once it is wet, it will expand and eventually dry and contract. This causes cracking of the sealant in the gap.

An experienced person should go into each lab and the inspection should happen in a systematic way and have all potential areas of leaks get sealed.

Include this as an agenda item to discuss with Titi and Stephane.

11. Role of USW Multisite representation
Each bldg. is a workplace – new structure of HSC across campus. Want to ensure that all committees are functioning well. There are new Terms of Reference coming out.

12. Falling light fixtures
- Work order sent out to fix falling light fixture.
- Trades person who came to fill the order said he would place on order to replace the fallen light fixtures for aesthetic reasons.
- Several light fixtures need to be inspected for a risk of falling. Two fixtures have now fallen in areas overhead of workspaces.
- This will be addressed in a follow-up work order.
- Building engineers are inspecting this and will file a report

13. WHMIS relabeling
- WHMIS labels on hazardous chemicals are to be replaced by December 2018 to be compliant with new legislation.
- It has been proposed that the entire label cannot be replaced. A compromise is to put a sticker of the new red diamond symbol to cover the old symbol.
- Need more information (ie. whether this compromise will meet compliance or whether this is insufficient) prior to proceeding

14. Restrict access to new workers
- Sam has noted that about 50% of new workers do not complete their online WHMIs and safety training within the first week.
• He suggested that we make this training mandatory prior to giving them their keys. The committee voted and agreed. Front desk needs to be informed and this needs to be implemented.

15. Annual safety inspection teams
• Zarko has arranged the inspection groups for this year and tentative months have been assigned.

16. Faculty of Pharmacy Bulletin Board Audit
• The JHSC is being audited. All JHSC boards must be updated. Locations are (1) reception, (2) 10th floor (3) 6th floor. Donald will post paper copies of the minutes on these boards before Oct 2 2017

17. Film Developer
• Copper pipe leading from dark room travels above D. Dubin’s lab on 8th floor. This pipe was found to be totally corroded and was replaced by PVC pipe. Several labs were asked about how they dispose of their developer and fixer chemicals and it was found that many labs were pouring their developer down the drain in the dark room. This is what is suspected to have lead to the corrosion. This also raises the question of whether the developer machine neutralizes the chemicals prior to dumping them.
• Discussed different options of disposing chemicals. These include (1) collect the chemicals in a waster bottle, apply waste label and put upstairs in chemical waste room in penthouse or (2) have a silver filter in the drain (3) have a reservoir that collects waste

18. Improperly Disposed Plastics in Pharmacy Building
• Caretaking staff found full biohazard bags inside regular recycling. These items were improperly disposed of; biohazard bags should never be placed in regular garbage.
• There have also been several questions about disposal of plastics.
• Each lab appears to have different procedures and put plastics into different buckets including chemical waste pails, large orange uncontaminated plastic bins and yellow biohazard bins.
• During the lab inspections, we will include questions about plastics disposal and guide labs on how to dispose of their plastics to standardize across all labs.

19. Protocol for Emergency Calls
• There was an incident with a student having a non-life threatening episode; the staff was unsure about how to proceed. For future reference, can call 8-2222 for non-life threatening emergency or 911 if in doubt.

Adjourned at 11am.