**THE UNIVERSITY OF BRITISH COLUMBIA**

**DEPARTMENT OF EARTH, OCEAN and ATMOSPHERIC SCIENCES**

**SAFETY TEAM MEETING MINUTES**

**Thursday, May 17, 2018**

**ESB Room 2025**

**9:30am - 10:30am**

**Present:** Renee Haggart (Co-Chair), Ian Ayeras (Secretary), Kate Blackburn (Faculty of Science), Katherine Raymond (Grad Student Rep), Mike LeBlanc, Rich Friedman, Denise Feighan (PIMS), Tim Morgan, Peggy Ng (Statistics), Tarn Khare (MDRU), Amy Chan

**Regrets:** Lora Pakhomova, Roger Francois (Co-Chair), Peter Winterburn, Ben Loosley (RMS)

**Action Items:**

* **Meeting called to order: 9:32AM**
* Address the items in the EOAS RMS Departmental Inspection Report (ongoing) – RH/RF

**Adoption of previous Safety Committee Meeting Minutes:** Thursday, February 15, 2018

Approved: ML

Seconded: RF

1. **ACCIDENT/INCIDENT REPORTS:**
* Discuss Incident Report #121785 | May 1, 2018 – RF (see attachment)
1. **ITEMS ARISING FROM THE MINUTES:**
* RH announces that TK has been assigned floor warden for 5th floor. Search ongoing for 4th floor warden. RH will look into possibly having a graduate student assigned.
* RF describes the incident that took place on May 1st. One staff member was closest to area but no injuries reported. Damaged area now repaired.
* ML mentions that EOAS RMS Inspection Report – Sept/Oct goal for completed lab inspections. If not completed by then, PI’s will need to go to Head for report. Announcement to department to be sent out in October. To date, more than half of PI’s have completed their report.
* RH mentions concerns regarding key authorization forms and turnover time for new staff pending Safety Orientation forms. Difficulty in accessing to the forms and instructions. Will look at possibly creating a more practical process depending on area of work and space.
1. **NEW BUSINESS**
* RH and TM provides JOHSC update: Discussion of First Aid Level 1 training response no longer recognized for Worksafe BC and that Level 2 is now required. Current 2-444 is the standard for basic first aid response (Level 1) for the university. Further complicated aid and injury would require Level 2 response.
* RH reminds of RMS Safety Day, Wednesday October 3rd. Will send link to team members for more information and registration.

Meeting Adjourned 10:06AM

**Next Safety Team Meeting - TBA**