

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

SAFETY COMMITTEE MEETING MINUTES

Thursday, April 28, 2016

ESB Room 2025

9:30am - 10:30am

Present: Renee Haggart (Co-Chair), Alicia Warkentin (Secretary), Tim Morgan, Rich Friedman, Murray Allan, Mike LeBlanc, Kate Blackburn (Faculty of Science), Denise Feighan (PIMS), Rick White (Stats)

Regrets: Roger Francois (Co-Chair), Amy Chan, Lora Pakhomova, Teela Narsih (Risk Management)

Action Items:

- **Action Item:** TM to contact Kelly Russell and Maya Kopylova to discuss future plans for the fume hoods M-323.
- **Action Item:** ML to inform the PIs that they are responsible for self-inspecting their own computer labs.

Meeting called to order: 9:30am

Adoption of previous Safety Committee Meeting Minutes: Thursday, March 31, 2016

Approved: ML

Seconded: TM

1. ACCIDENT/INCIDENT REPORTS:

- ESB Fire Alarm – RH explained that on April 1, 2016 a false alarm went off in the ESB. TM said the entire incident took approximately 30 minutes and the fire wardens did a great job of moving the occupants away from the building. The fire alarm was tripped when a power washer being operated by UBC Building Operations shorted a sprinkler in the basement area of the ESB.

2. ITEMS ARISING FROM THE MINUTES:

- Lab Inspections – R. Friedman has almost completed his inspections and will be done by the next Safety Committee Meeting. ML confirmed that his area is almost complete however, the computer labs have not been inspected. He will notify the PIs to let them know that they will be in charge of inspecting their own computer rooms. DF handed in the completed inspection forms for PIMS. The Dean's Office and STATS are almost completed. EOAS Office Inspections ongoing.
- **Action Item:** ML to inform the PIs that they are responsible for self-inspecting their own computer labs.
- Fume Hood Inspections - TM said that there are two locations in fume hoods in EOS-Main that are not active (M-323). TM will contact Kelly Russell and Maya Kopylova to discuss future plans for these hoods, and if not needed then they will be cleared and locked.
- **Action Item:** TM to contact Kelly Russell and Maya Kopylova to discuss future plans for the fume hoods M-323.
- Fume Hood re-certification - TM explained that the ESB fume hoods are past their recertification time frame. Risk Management has changed the timing for the recertification and this will now be conducted in the summer.

- Fume Hood Shut Down (April 8, 2016) – TM thanked R. Friedman for his help with verifying that the fume hoods were cleared and shut down.

3. NEW BUSINESS

- LHSC Update – RH Risk Management has sent out correspondence regarding personal safety and building security. RH regularly sends out reminders before each long weekend or office closure. RH will review the document and integrate some of the new information in her emails. RH and TM regularly patrol and inspect the surroundings for safety and security risks – the ESB loading bay area has recently been cleared of recycling bins and the dumpster bays locked down, which has resulted in a much safer environment in that area.
- MDRU Update – MA confirmed that MDRU has embarked on multiple safety initiative for their area and operations. At the moment they are writing the SOPS (Standard Operating Procedures) and training logs for their students.

Meeting Adjourned: 9:43am

Next Safety Committee Meeting – Thursday, May 26, 2016 at 9:30am in ESB 2025