

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

SAFETY COMMITTEE MEETING MINUTES

Thursday, February 23, 2017

ESB Room 2025

9:30am - 10:30am

Present: Renee Haggart (Co-Chair), Kimberly Low (Secretary), Tim Morgan, Rich Friedman, Mike LeBlanc, Lora Pakhomova, Murray Allan, Eric Letham, Kate Blackburn (Faculty of Science), Denise Feighan (PIMS), Teela Narsih (Risk Management)

Regrets: Roger Francois (Co-Chair), Amy Chan, Peggy Ng (Stats)

Action Items:

- **Action Item:** TM to post updated first aid attendants' list in all EOAS buildings.
- **Action Item:** RH, TM, ML, and Raymond Andersen to meet with EOAS Department Head to determine how to escalate the issue with locked lab doors during fire alarms.
- **Action Item:** TM to update the committee when he receives a response from the locksmith regarding the lab door part replacement.

Meeting called to order: 9:33am

Adoption of previous Safety Committee Meeting Minutes: Thursday, January 26, 2017

Approved: ML

Seconded: TM

1. ACCIDENT/INCIDENT REPORTS:

- N/A

2. ITEMS ARISING FROM THE MINUTES:

- Updated first aid attendants' list – ML reported that he will send the updated list to RH and TM. RH commented that the list should include about 10-12 people after those whose certifications have expired have become recertified.
- **Action Item:** TM to post updated first aid attendants' list in all EOAS buildings.
- Insurance requirements for visitors working in labs – TN reported that visitors working in labs are not required to have 3rd party liability insurance unless otherwise stipulated in their contract. As a default, anyone coming in does not need insurance.
- Locked labs during fire alarm – RH informed the EOAS Department Head of the situation and they discussed escalation options. The Department Head indicated that he is willing to escalate, and that a meeting should be arranged with RH, ML, TM, and Professor Raymond Andersen to determine the most appropriate way to proceed.

- **Action Item:** RH, TM, ML, and Raymond Andersen to meet with EOAS Department Head to determine how to escalate the issue with locked lab doors during fire alarms.
- 4th floor clean lab lock – TM reported that he contacted the locksmith to confirm that the lab’s door lock was replaced with a new, better quality part and not with the same poorer quality part that was initially installed.
- **Action Item:** TM to update the committee when he receives a response from the locksmith regarding the lab door part replacement.

3. **NEW BUSINESS**

- Ergonomics Training – RH reported that Daphne Fogelman, the EOAS HR Manager, has taken ergonomics training and can be the ergonomics representative for the EOAS Department. KB reminded the committee that she is the ergonomics representative for the Faculty of Science Dean’s Office.

Meeting Adjourned: 9:43 AM

Next Safety Committee Meeting – Thursday, March 30, 2017