

Faculty of Science Safety Committee Meeting
December 7, 2023, ~ 1:30pm. – 3:30 p.m.
Hybrid Meeting (Zoom and McNally Main Boardroom)

Attendees:

Dean of Science Office & Meeting Chairperson - Dr. Sam Veres, Dean of Science
Dean of Science Office – Leanne Lucas, Science Safety Advisor
Department of Astronomy and Physics – Dr. Greg Christian, Dr. Mike Dunlavy
Department of Biology – Dr. David Chiasson, Matt Logan
Department of Chemistry - Dr. Jason Masuda, Dr. Bitu Hurisso
Department of Engineering – Dr. Ehab Elsharkawi
Department of Environmental Science – Margaret MacNeil, Dr. Tim Fraser
Animal Facility: Emily Allen
Department of Forensic Sciences –
Department of Geology – Dr. Mitchell Kerr
Research Instrumentation Centres – Patricia Granados
Human Resources Department – Valerie Wadman
Risk and Insurance Services – Michael Chiwawa
Facilities Management Department – Dennis Gillis

Minute taker – April Scheller, Psychology Department

Call to Order

The meeting was called to order at: 1:40pm

GENERAL BUSINESS

1. Introductions

No introductions needed.

2. Call for Agenda Item Additions

Under Other Business – S106 items

3. Minutes from April 2023 meeting

Minutes unanimously approved and carried.

BUSINESS ARISING

4. Solvent Storage

A work order was placed to have shelving secured and it has been completed. There was a concern the bottles could slip off the other wood shelving if they are too full. It was found that the shelves are in front of the blast wall and shouldn't be there so the shelving will be removed.

5. Dal MOU and Chemical Waste Disposal

The MOU with Dal is signed and now in place. It's been sent around to committee members. L. Lucas is working with the Chemical Safety Manager at Dalhousie, Steve Beaton, to see if Saint Mary's can be added as a pick-up site for Dalhousie's chemical disposal runs. Our annual chemical waste information has been sent to him and we're waiting to hear back.

6. Work Instruction #12

Safety management while conducting field work was revised by M.Kerr. It's been edited by L. Lucas and it's with L. Campbell who will provide feedback. It will come back to this committee for approval.

7. Texting Option for SMUSafe App

L. Lucas and S. Veres discussed this with Kevin Trudeau in Security who agrees this is a good idea. He's exploring to see if MS Teams can send alerts by texting. In the App, there was a question about what the contact campus security button does. You can push the button and it will bring up another button explaining it and can also call security and share your location.

REPORTS

8. Safety Advisor, Science Activities

L. Lucas has been spending some time shadowing technicians and will continue to do so in the New Year to build knowledge of current activities and work practices. The safety webpage needs updates, and she will be receiving training from SAS on TerminalFour. New signs will be made for washrooms and laboratories to direct people to Science's filtered fountains for drinking water. She has made Chemical Inventory Excel Workbooks for all research and teaching groups. The technicians have been provided with top-level viewer access, and Security has also been provided with top-level view access. Security has requested that emergency contact information be added to each Workbook. The Campus map is out for review. L. Lucas is also working on the WHIMIS review and will add more context to why it's important. She is also looking into what additional training can be added for technicians. Investigation into how to most easily track students WHIMIS completion is ongoing. S. Veres and L. Lucas are working on a safety communication that will include updates on emergency measures, fire hazards, and how to prevent power outages in lab fridges and freezers.

Our supplier of liquid nitrogen has new requirements for safe transportation of cryogenic and compressed gasses within elevators. A new standard operating procedure is being drafted. Transportation of these materials will now require a temporary service disruption to the elevator.

L. Lucas is working on the procedure for the lab section inspections and will continue with it in the New Year.

9. OHS & Wellness Consultant: JOHSC Activity and Information

JOHSC's November meeting was cancelled. The office/storage inspections went out to the Deans and S. Veres will send a list Chairpersons to V. Wadman. K. Kelloway will be adding to the violence risk assessment, but it is ongoing. V. Wadman received no comments on the Annual University Safety policy Review. The committee agreed she can report back to JOHSC regarding the policy.

9a. Summary of Injury/Incident Reports for Faculty of Science

Incident #	Month	Incident Summary
6477	October	Contact with chemicals in lab. Student has splashing on long sleeves. Action taken: <i>Ensure stick is in solution first and completing experiments in the fume hood.</i>
6497	October	Sliced skin off finger. Student using screwdriver to unscrew heating equipment. Action taken: <i>Cautioned to use pliers instead of screwdriver next time.</i>
6496	October	Chemical spilled on lab coat. A student ran into another holding a breaker of chemicals. Action taken: <i>Review prevention documentation to reduce risks.</i>

DISCUSSION TOPICS

10. FSSC Terms of Reference

Thank you to M. Dunlav for taking on the task of drafting revised Terms of Reference for the Faculty of Science Safety Committee. The largest change is to move from a representation-based committee to an expertise-based committee. Currently each Unit is expected to have both faculty and technician representation on the committee. Under the new ToR, there would be reduced membership on the committee of 6 to 8 members with specific areas of expertise. The membership terms would be staggered so only half of the committee would be new. The other required members would be the Dean, Safety Advisor, V. Wadman, Facilities representation. Revisions: S. Veres will add the University's Manager, Risk & Insurance Services to the membership list. Also, meeting dates need to be revised to have meetings in all months except July and August. Current committee members are to send any other feedback to S. Veres. FSSC will vote on recommending these for adoption to JOHSC next meeting.

11. MS Forms version of Incident Report Form

L. Lucas showed the form to the committee, will finalize before the break and send to V. Wadman to share with JOHSC. V. Wadman asked that Contractors be added to the visitor's section.

OTHER BUSINESS

12. Building Security

There was an attempted forced entry on November 30th into the Computing data analytics area on the first floor. Security found an individual trying to get in. The individual claimed the door was damaged when they arrived. No loss with the incident. S. Veres did follow-up with Security to ensure the side door near the Science parking lot is latching properly.

13. **Any other business**

S103 business

The fume hood in S103 doesn't have suction at times. V. Wadman suggested putting in a work order and they can check the flow.

M. MacNeil would like to move the first aid box from behind the wall to closer to the sink. L. Lucas will come take a look and decide if a work order should be placed.

Motion to adjourn by B. Hurisso. Meeting adjourned at 3:00pm.

Dr. Sam Veres
Meeting Chairperson, Faculty of Science Safety Committee
Acting Dean of Science