



Faculty of Science Safety Committee Meeting

March 7, 2025, ~ 10:00 a.m. – 11:30 a.m.

Dean of Science 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. Mike Dunlavy

Department of Chemistry - Dr. Jason Masuda,

Animal Facility: Caila Henderson

Department of Biology – Dr. David Chiasson

Department of Geology – Dr. Mitch Kerr

Human Resources Department – n/a

Facilities Management Department – n/a

Minute taker – April Scheller

Call to Order

The meeting was called to order at: 10:00 am

GENERAL BUSINESS

Call for Agenda Item Additions

No additions.

Minutes from the January 2025 meeting

Minutes adopted by consent.

BUSINESS ARISING

Light sensors

A work order was placed with Facilities to adjust the sensor in the 2nd floor men's washroom. It's been adjusted and is working now. If any other sensors require adjustment, please send a work order to Facilities.

REPORTS

Safety Advisor Report

Summary of Injury/Incident Reports for Faculty of Science

L. Lucas described the Injury/Incident Reports that had been submitted for Science in December and January.

Incident #7086	Strong scent from broken perfume bottle dropped in garbage. Action: L. Lucas will place scent awareness posters in bathrooms.
Incident #7123	Itchy skin from glass wool that went inside lab coat sleeve. Partly caused by crowding during activity. Action: To prevent this from happening again will limit the number of students near the fume hood during tasks. Committee suggested using cotton instead of glass wool. L. Lucas will follow up.
Incident # 7124	Bathroom accessibility. Person in wheelchair couldn't push the door open and place the wedge in the main entry door at the same time. Adding an auto door opener would be approximately \$6000 including the electrical per door plus annual maintenance costs. Action: S. Veres put in a work order to remove the entrance door from the washrooms. Doors were reinstated on the 2nd and 4th floors and only floors 1,3, and 5 are now without entrance doors.
Incident # 7127	Instructor did not follow Chairs instructions. Instructor was sick and was told not to teach due to safety concerns but went ahead anyway. Action: Instructor met with Chair and Dean and had a conversation to bring awareness to the safety concerns of their actions.

OHS & Wellness Consultant: JOHSC Activity and Information

There were no new JOHSC meeting minutes to review.

NEW BUSINESS

Discussion of draft safety posters

L. Lucas shared the safety posters and explained they would be laminated and placed on lab doors to use like a whiteboard. Instructors could mark off what PPE is required for the lab at that time. Committee made some suggestions and L. Lucas will make the recommended changes and bring back a new version to the committee.

SWP 16: Daytime Emergency Response Plan

L. Lucas described the revisions to SWP 16. L. Lucas sent the SWP to Security and Facilities for their input but no response yet. She will check back again with Security and Facilities. The committee recommended some revisions and L. Lucas will make the changes and post to the Science website. L. Lucas and S. Veres are reviewing floor plans for Science, noting who the supervisor is for each room, and adding their contact information. This will be shared with Security. SWP 16 was approved by consent.

SWP 17: After Hours Emergency Response Plan

The committee recommended some revisions and L. Lucas will make the changes and post to the Science website. It was noted that in an event of a power outage, Security will contact L. Lucas and S. Veres. C. Henderson would like to be added to the contact list for outage information. Committee suggested an email list of PI's/Chairs to receive outage information. L. Lucas will work with EIT to set up the distribution list and possibly have them send an automatic message to the group. SWP 17 was approved by consent.

OTHER BUSINESS

No other business

Meeting adjourned at 11:11 am.

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