

Faculty of Environment Health & Safety Committee

Health & Safety Committee – Minutes

Date: Thursday, March 25th 2022

Time: 1:00pm – 2:00pm

Venue: Teams

Present: Neil Carnegie, Dan Beaver, Bev Raimbault, Lester Chavez, Maria Strack, Kim Boucher, Susie Castela, Jennifer Nicholson, Cheri Oestreich, Brandon Yeung

Regrets: NA

Minutes

Welcome and Introductions

A general overview of the Environment Health & Safety Committee tasks was provided, and participants were surveyed to for any objections to recording the meetings going forward. No objections were raised.

1. Working alone plans for low-risk office roles

- Neil spoke with the Safety Office and they are fine with a check-in at the start and end of day instead of every 90 minutes (for basic office work only). This can be through text, call, teams, WatSAFE app etc.

2. ESA certification inspections starting in January 2023

- Pl's have been informed that they need to check all the equipment and make sure it has the proper CSA or equivalent certification.
- Labs are a primary area to focus on. Office equipment that has been bought from Staples or Walmart etc. should be fine, so we aren't expecting people to check office equipment unless they have something out of the ordinary.
- Power supplies for scales and lab equipment - there is a possibility that some of them might not be CSA approved.

3. Fire Warden/ Evacuation Coordinator program

- Working from home/part time has made this more complicated. **Action:** Lists of current wardens and alternates will be circulated to make sure that we have coverage for each day of the week.
- There is a list of alternates, which will also need to be updated. Faculty members are only on the list of alternates if there is no one else in that area. **Action:** Neil will update the list.

4. First aid program compliance

- Ensure each unit has at least 10% of the workforce trained in first aid as per Section 7.0 Training and WSIB regulation 1101. **Action:** Neil will reach out with the current lists and see who needs to be updated.

5. Replacement lab representative

- We are working on finding a replacement for James Sherwood. **Action:** Neil will reach out to Merrin Macrae to find out if Janina Plach would be willing to take on these duties.

6. Implementing a process due to safety concerns with field samples that require cutting

- Dan Beaver proposed sending out memo/reminder to be discussed at department meetings during planning stages regarding safe handling and processing of field samples (e.g. wood samples that require cutting on saw should be between 4-6 inches). If in doubt, consult with Dan.
- If cutting pipe core samples will be recurring, Dan is open to writing a funding proposal for the appropriate tools to safely handle such tasks.

7. Moving handheld and power tools into MAD workshop where Dan would oversee training and storage of safety documentation

- SOP documentation and location of tools is often missing or not in its appropriate place.
- Suggestion to add documentation and SOP on the website (i.e. PPE and best practices) was well received by the group. No specific action item was assigned at this moment.
- Centralizing tools into MAD workshop has some logistical challenges (i.e. there are a lot of tools that stay on the work sites).

8. Adding H&S coordinators to Safety Office website (similar to other faculties)

- Health and safety page to be updated to add the department health and safety coordinators.

9. Revision to eyewash inspection requirement from 1/month to 1/week

- These are the rules from the Safety Office, so we must follow them.
- Eye wash station QR code for inspections proposed. **ACTION:** Dan is looking into options.
- Inspection records/logs needs to be easily accessible to inspectors. Can be tracked in the Calendar but must be printed out and accessible for inspectors.

10. N95 vs KN95 masks – when are they appropriate (with regards to covid)

- N95 can be used for general protection around campus, but do not replace respirators.
- KN95 can be used without fit testing and are suitable for some tasks such as spray booths
- Fit testing is offered by the Safety Office, but it can take a while to schedule this training; Doug Dye usually handles them on a case-by-case scenario.
- **ACTION:** Dan to reach out to Doug for more details regarding the sift shaker.
- If fit testing requests become more common, a possible solution could be to train someone on the committee to administer them internally. Neil will have the discussion with the Safety Office if needed.

11. Can instructors mandate masks in their classrooms?

- Instructors can give students advice like, wearing a mask in crowded areas is recommended but not mandatory.
- Instructors can wear a mask if they prefer, but they cannot enforce the use of a mask to students.

12. Event Plans likely won't be required after May 1

- Event plans likely won't be required after May 1 and a communication will go out should this change.

New Business – N/A

Next Meeting Date - TBD