

MINUTES

Faculty of Science Health and Safety Committee Meeting

DATE: March 19, 2014

TIME: 9:30am

PLACE: Dean of Science Meeting Room, 3230HP

Attendees: Diane Trenouth (Neuro science), Tina Preseau (EHS), Glen Ford(Dean's Office), Laura Thomas (Biology), Peter Mosher (science stores), Claudia Buttera (Chair)

Absent: Traci Barkley, Andrew Mills, Nancy Delcellier (EHS), Beth Halfkenny (Earth Sciences), Penka Matanska (Physics).

1. Agenda

- 1.1 Call for Agenda Items: *added EHS initiatives*
- 1.2 Approval of Agenda: *approved*
- 1.3 Approval of Minutes of October 10,2013 meeting: *approved*

2. Ongoing Business

- 2.1 **Air flow regulation and control in level 1 Tory** Claudia Buttera
There are repeated problems with the air pressure in level 1 Tory. Negative pressure in this level is at times so strong it pushes doors open, prevents others from closing and upsetting the required air balance to maintain proper function of the air exchange system on this level. Concern has also been raised that this may be affecting proper function of fumehoods in undergraduate labs on this level. Claudia has contacted FMP (Scott Macdonald). The problem seemed to be addressed by the following day but the problem is re-occurring in nature and if repair takes several hours then concern for air quality for staff and students during the 'waiting period' is a concern. Further, there needs to be a better method of communicating acknowledgement, prioritization and finalization of concerns raised to FMP.
- 2.2 **Ventilation of dissection lab in room 118 level 1 Tory** Claudia Buttera
This room was not originally designed to contain an animal dissection lab. Based on inquiries in terms of required air exchange and chemical contents of specimens, it appeared the existing ventilation met requirements. In January 2014 (beginning of dissection term) there were a number of people complaining about the smell and of feeling unwell. It was discovered that an exhaust fan for the outtake of air from level 1 Tory was off, causing the 'dissection' air to sit in level 1, migrate across

rooms and upward into stairwells. FMP was contacted to address the ventilation issue and EHS contacted for formaldehyde testing of specimens/air since a number of occupants were quite concerned about feeling unwell and what they may be getting exposed to. This testing is ongoing at this point as is the concern with the unreliability of the ventilation system on level 1 Tory.

Diane Trenouth mentioned that they had hired an engineering firm to look and check the ventilation system in LSRB building a few years ago to address a similar problem with airflow issues. **Action item #1**

2.3 Buckling tiles on first level Tory Claudia Buttera
Lifting tiles in hallways, labs as well as eruptions of concrete in various labs that push tiles upward, break and then create holes is a tripping hazard; FMP was notified with the problem but no attempt to fix it yet. **Action item #2**

2.4 Accumulation of garbage in loading area outside Tory (between Tory and Unicentre) Claudia Buttera
This area is a fire evacuation spot and is often crowded with garbage and debris. Who is the authority for this location? Need to check with FMP and fire safety officer. **Action item #3**

2.5 Signage Glen Ford
Nancy Delcellier was able to secure funds to provide proper hazards and material signage outside of research and undergraduate labs. Glen Ford will send out a list to departments who will fill in the needed information to update the signage. **Action item #4**

2.6 Fire safety wardens Glen Ford
A call was made last fall to ask for volunteers to be assigned as fire wardens. Two volunteers are required per floor, per building wing and not all building are yet fully covered. Their role is basically to make a quick sweep to the office in their designated wing and call people out to leave to a fire safety spot. **Action item #5**

3. Business Arising from Previous Meetings

3.1 Eyewash stations – issue was fixed in Tory building lab but Laura mentioned there are problems at Nesbitt.

4. New Business

Discussion revolved around need for clarification in terms of the purpose and functional role of the committee and the emphasis for these meetings and committee to be a platform for discussion of science faculty issues and more importantly, to push forward recommendations and solutions to problems, and less of a presentation of EHS initiatives. Find out what is the mission statement of the science health and safety committee and what results are achieved after the meeting happens. Need to have clear and good plan as a committee. Glen and Claudia to review the term of reference. **Action item #7**

5. Round Table

FMP need to have proper communication when maintenance issues are brought to their attention. There has to be clear steps of what will be done / who will do it and when it will be done so people are aware of the process and that the maintenance issue will be addressed at some point. FMP maybe need to follow a ticketing system like CCS. Glen Ford will request a meeting with Darrell Boyce and find out some clarifications regarding their process and how they handle maintenance issues, and what takes priority to be fixed first. Also, invite a representative from FMP for the next meeting to discuss and explain their process of handling requests. **Action item #6**

Next Meeting:

May 27, 2014 ODS Boardroom at 9:30a.m.

Action items:

- 1- Diane Trenouth to provide information regarding the engineering firm to check the air balance and ventilation system in Tory and Nesbitt building**
- 2- Notify FMP again regarding buckling tiles and let them know that its an urgent matter that needs to be fixed and Peter Mosher to mention it in the joint health and safety meeting.**
- 3- Check with Rick Percival (Fire safety officer) and see if he can do something about the up keep of the area between Tory and Unicentre.**
- 4- Glen to send the spreadsheet to departmental admins and fill the room numbers /occupant name/ and what the sign reads.**
- 5- All departments to send out names for fire warden volunteers.**
- 6- Glen to request a meeting with VP facility management to discuss maintains issues and communication**
- 7- Glen and Claudia revisit the term of reference and double check the mission statement of the committee**