

## Minutes for Health and Safety Committee Meeting

**DATE: Sept. 9, 2016**

**TIME: 10:30am**

**PLACE: 3230 HP Dean's office**

Attendees: Claudia Buttera, Laura Thomas, Penka Matanska, Peter Mosher, Teresa Fortin, Andrew Miles

Regrets: Valerie Pereboom, Nancy Delcellier, Peter Mosher, Tracie Barkley, Beth McLarty Halfkenny, Kevin Gallinger

### **1 Agenda**

1.1 Approval of agenda: **agenda approved by all**

1.2 Approval of Minutes of June 29, 2016 meeting. **Minutes were approved electronically.**

### **2. Ongoing Business**

#### **2.1 Action items from previous meeting's minutes**

**1. Status of document concerning autoclave program:** Autoclave posting on culearn is not finished yet, PowerPoint is done. Verbal needs to be done. Training is not up yet. RESOLVED.

**2. Pop up labs: Malcolm spoke with the other deans, this item is closed now.**

**2.2 Fire Safety Wardens:** still need more people for Steacie and Herzberg. Still lacking people, needs to stay an open item.

### **3. New business:**

#### **3.1 Building concerns**

- I. Dean's office
- II. Physics
- III. Earth science
- IV. Math and stats
- V. Computer science
- VI. neuroscience
- VII. Biology: **eye wash stations, who is responsible for checking them? Annual checks, facilities was checking. We need them to be 100% functional, the filters have to be changed.**
- VIII. chemistry
- IX. biology

3.2 **Other Items:** new representative for Tory level 1 biology. New chair will be needed for the committee. Claudia is stepping down from this committee, we need a new chair.

4. **JHSC:** nothing new to report.

5. **EHS initiatives/mandatory training.** Software is being worked on, injury and incident reporting is being created. All online, Medgate is working on the software. Chemical inventory reconciliation done by the students. Very few labs left to check for chemicals.

Fire Drills: 12 buildings left to do before the end of the year. Fume hood annual testing is in process, technicians are installing monitors and calibrate them.

Carleton receives its human pathogens license.

6. **Next meeting:** Friday, December 16<sup>th</sup> at 10:30am