



Local Area Safety & Health Committee (LASH) Minutes

WORKPLACE COMPLETE NAME AND ADDRESS FACULTY OF SCIENCE 239 MACHRAY HALL 186 DYSART ROAD UNIVERSITY OF MANITOBA WINNIPEG, MANITOBA R3T 2N2 CANADA PHONE: (204) 474-8256 FAX: (204) 474-7618 Committee: FACULTY OF SCIENCE LOCAL SAFETY LASH COMMITTEE Meeting Date: OCTOBER 12, 2017 Date of next meeting: JANUARY 2018 Number of employees at the workplace UNKNOWN	EMPLOYER CO-CHAIR KRYSZYNA KOCZANSKI	OCCUPATION ASSOCIATE DEAN, UNDERGRADUATE STUDIES, STUDENT EXPERIENCE	Present	Absent	
	EMPLOYER MEMBERS (LIST ALL) TREVOR SCHULTZ STEPHANIE CARTER	EXECUTIVE ASSISTANT TO THE DEAN ADMINISTRATIVE ASSISTANT, MICROBIOLOGY DEPARTMENT	X	X	
	Worker CO-CHAIR SYLVIE RENAULT	ASSOCIATE PROFESSOR, BIOLOGICAL SCIENCES DEPARTMENT	X		
	Worker Members (LIST ALL) GEORGE ORRISS BETTY LERNER	RESEARCH ASSOCIATE, CHEMISTRY DEPT. SAFETY COORDINATOR, FACULTY OF SCIENCE	X		REGRETS
	Guests (LIST ALL) CAROLINE GEBEL JOEY BELLINO	SAFETY OFFICER, EHS OCCUPATIONAL HYGIENE COORDINATOR, EHS	X	REGRETS	

TIME	REMARKS
Starting 9:05 AM	Co-Chair chairing this Special Session: KRYSZYNA KOCZANSKI
	Approval of today's agenda & minutes from JULY 12, 2017 (STEPHANIE CARTER & TREVOR SCHULTZ)
	Business arising from Previous Minutes
	New Business
	Summary of Incidents and investigation Reports
	Other Business
Ending 10:15 AM	Meeting Adjourned



Date of origin	SAFETY AND HEALTH CONCERNS AND PROBLEMS	Recommendations or actions to be taken	Action by (who & when)
JANUARY, 2016	<p>BUSINESS ARISING FROM PREVIOUS MINUTES:</p> <p>I. VEHICLES IN UNAUTHORIZED AREAS, MACHRAY HALL FIRE LANE</p> <p>Co-chairs Krystyna K., Sylvie Renault and LASH member Betty L. followed up the concerns regarding vehicles driving and parking in unauthorized areas with Security Services. A barrier consisting of plastic poles bolted to the ground is now in place. The poles can be easily removed allowing the access of emergency vehicles, such as fire trucks to access the area in case of an emergency.</p>	Issue resolved	NO ACTIONS REQUIRED
October 2017	<p>New Business</p> <p>II. FIRE SAFETY:</p> <p>FIRE DRILLS:</p> <ul style="list-style-type: none"> ○ Environmental Health & Safety (EHS) will conduct the Faculty of Science fire drills in consultation with each Departmental General Office starting in the month of October 2017. ○ EHS will revise the Fire Evacuation plan for the Allen Bldg. and communicate to the Allen Fire Wardens any changes to the protocol in order to correct deficiencies noted at the basement level. ○ EHS will provide the list of muster points for the buildings where Faculty of Science’s exams are scheduled on campus to provide to Invigilators during exams. 	EHS will coordinate Fire Drills	EHS, starting October 2017
Ongoing	<p>FOLLOW UP</p> <p>AUDIBILITY CONCERNS & OTHER ISSUES</p> <ul style="list-style-type: none"> ○ The Buller Bldg. alarm system’s upgrade is expected to be completed by the end of the winter 2018. 	Follow up	JINGWEI XIE, PP
March 2017	<ul style="list-style-type: none"> ○ Audibility issues were found and reported to Physical Plant regarding room 301 BSB & 401 BSB. The LASH committee has discussed a temporary solution to the audibility issues in BSB following a recommendation by John Dodd, EHS, advising to post a sign to keep the 301 and 401 BSB Classrooms open to hear the fire alarm. EHS will also inform Security Services of the situation to ensure that they are aware of the issue. <p>Co-chair Sylvie R. has notified all course instructors teaching in the classroom about the audibility issues.</p>	Post a warning sign ASAP Informed Instructors (September 2017)	SYLVIE RENAULT & BETTY LERNER



Date of origin	SAFETY AND HEALTH CONCERNS AND PROBLEMS	Recommendations or actions to be taken	Action by (who & when)
July 2017	<p>II. LABORATORY INSPECTIONS IN THE FACULTY OF SCIENCE (EHS)</p> <ul style="list-style-type: none"> ○ EHS completed Laboratory Inspections in the Chemistry Department. The Faculty has not yet received all the reports from EHS. New Inspections will be conducted in the Biological Sciences Department starting by the end of October 2017. 	EHS will contact Department Head and WHMIS Coordinators	CO-CHAIRS & B.L To follow up
October 2017	<p>The LASH committee will review the reports to identify issues and to assist supervisors and lab personnel. The co-chairs have request EHS to provide a summary of the inspection results to identify trends in the data.</p> <ul style="list-style-type: none"> ○ Some concerns have been raised by Faculty Members regarding Lab Safety Inspection reports for shared lab spaces. It is best practice to have all Faculty members of shared spaces involved in the inspection process. (not all supervisors were informed of the inspection and only one of the supervisors was asked to correct the deficiencies) <p>III. LASH Members' Training</p> <ul style="list-style-type: none"> ○ SafeWork MB: Committee Leadership Conference on September 27, 2017. Stephanie Carter & Betty Lerner attended ○ Intro to Workplace Inspections Training Safe Work Manitoba, August 22, 2017 	EHS will provide reports to the Fac. of Sc. Dean	EHS (ASAP)
10:15 AM	MEETING ADJOURNED	Meeting EHS & LASH Co-Chairs	CO-CHAIRS To follow up

INCIDENT REPORTS AND INVESTIGATIONS	FOLLOW UP
The Faculty of Science SUMMARY OF INCIDENTS was presented to the LASH COMMITTEE and reviewed. Suggestions have been made and noted.	LASH WILL FOLLOW UP WITH THE assistance of EHS members.

IN MY OPINION, THE ABOVE IS AN ACCURATE RECORD OF THIS MEETING.

WORKER CO-CHAIR DR. SYLVIE RENAULT

EMPLOYER CO-CHAIR DR. KRYSZYNA KOCZANSKI