



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 SAFETY LASH COMMITTEE Meeting Date: JULY 15, 2016 Date of next meeting: OCTOBER 2016 Number of employees at the workplace UNKNOWN	EMPLOYER CO-CHAIR KRYSZYNA KOCZANSKI	OCCUPATION ASSOCIATE DEAN, UNDERGRADUATE STUDIES, STUDENT EXPERIENCE	Present <small>REGRETS</small>	Absent <small>X</small>	
		EMPLOYER MEMBERS (LIST ALL) TREVOR SCHULTZ STEPHANIE CARTER	EXECUTIVE ASSISTANT TO THE DEAN ADMINISTRATIVE ASSISTANT, MICROBIOLOGY DEPARTMENT	<small>X</small> <small>X</small>	
		Worker Co-CHAIR SYLVIE RENAULT	ASSOCIATE PROFESSOR, BIOLOGICAL SCIENCES DEPARTMENT	<small>X</small>	
		Worker Members (LIST ALL) KENNETH DREWNIAK GEORGE ORRISS	TECHNICIAN, COMPUTER SCIENCE DEPT. RESEARCH ASSOCIATE, CHEMISTRY DEPT.	<small>X</small> <small>REGRETS</small>	<small>X</small>
	Guests (LIST ALL) BETTY LERNER	SAFETY COORDINATOR, FACULTY OF SCIENCE	<small>X</small>		

TIME	REMARKS
Starting 10:00 AM	Co-Chair chairing this session: SYLVIE RENAULT Co-Chair Welcome, approval of the Agenda. Motion to change the order of other business items in the agenda Approved by KENNETH D. & T`S. Approval of the minutes from Wednesday, April 29 th , 2016 (S.C & T.S.) Business arising from Previous Minutes New Business Update of previous actions Review action items/Updates Other Business Summary of Incidents and investigation Reports
Ending 12:00 PM	Meeting adjourned



DATE OF ORIGIN	SAFETY AND HEALTH CONCERNS AND PROBLEMS	RECOMMENDATION OR ACTION TO BE TAKEN	ACTION BY (WHO & WHEN)
JANUARY 27 TH 11:20AM	<p>BUSINESS ARISING FROM PREVIOUS MINUTES:</p> <p>“REGARDING INAPPROPRIATE BEHAVIOR, RESPONSE PROTOCOLS AND RESOURCES”:</p> <p>ARLANA VADNAIS, who presented to the LASH Committee a brief summary of the resources and training available at the University of Manitoba has since provided training opportunities for the members of this committee.</p>	<p>TRAINING TO BE COMPLETED BY LASH MEMBER</p> <p>MORE TRAINING OPPORTUNITIES WILL BE PROVIDED AS SPACES BECOME AVAILABLE</p> <p>AFTER COMPLETION OF TRAINING, PROVIDE THE NAME OF THE NEW MENTAL HEALTH FIRST AID RESPONDER/S.</p>	<p>STEPHANIE CARTER DONE</p> <p>ARLANA VADNAIS (CONTINUING)</p> <p>BETTY & DEPARTMENTAL WHMIS COORDINATORS</p>
APRIL 29, 2016 10:00 AM	<p>MENTAL HEALTH USEFUL LINKS AND RESOURCES:</p> <p>BETTY L. has provided links to the Mental Health website to the committee members. Stephanie Carter has requested that these and more information regarding mental health resources should be made available in the Faculty of Science website</p>	<p>THE INFORMATION WILL BE AVAILABLE ON THE NEW FACULTY OF SCIENCE SAFETY WEBSITE (IN CONSTRUCTION).</p>	<p>ARLANA VADNAIS; BETTY L. & KHOSROW HAKIMZADEH, DEAN’S OFFICE SYSTEMS ADMINISTRATOR</p>
	<p>COMMITTEE MEMBERS TRAINING</p> <p>The co-chair thanked Betty for organizing the SAFE COMMITTEE BASICS WORKSHOP provided by Prevention Consultant Natalie Oree, in coordination with Prevention Consultant JACK SLESSOR from SAFE Work MB. The feedback from the attendees was very positive and new training will follow up.</p>	<p>TRAINING PROVIDED TO COMMITTEE MEMBERS:</p> <p>SYLVIE RENAULT, KRYSZYNA KOCZANSKI, STEPHANIE CARTER, TREVOR SCHULTZ, & KENNETH DREWNIK</p>	<p>JUNE 23, 2016 DONE</p>
APRIL 29, 2016 10:20 AM	<p>BETTY L. provided a list of training available from the SAFE WORK MANITOBA website and the dates of two health and safety conferences taking place in WINNIPEG.</p>	<p>TO COMPLETE THE REQUIRED HOURS OF TRAINING INDIVIDUALS WILL ATTEND TRAINING ACCORDING TO THEIR PARTICULAR AREA OF INTEREST.</p> <p>CONFERENCES:</p> <ul style="list-style-type: none"> • COMMITTEE LEADERSHIP CONFERENCE • SAFETY SAVES CONFERENCE 	<p>ALL MEMBERS OF THIS COMMITTEE WITHIN THE YEAR 2016</p> <p>SEPTEMBER 28, 2016 Nov. 8 & 9, 2016</p>
	<p>TRAINING REFRESHERS FOR LABORATORY PERSONNEL:</p> <p>CHEMICAL SAFETY:</p> <p>Since February 2015, the new GLOBALLY HARMONIZED SYSTEM for the Classification and Labelling of Chemicals (GHS) has been in place. Principal Investigators/Instructors, and lab personnel including Teaching Assistants will be expected to refresh their WHMIS 1998 training by reviewing the “WHMIS 2015 Training Presentation” & completing the “WHMIS 2015 Test quiz” available on the EHS Website.</p>	<p>RECOMMENDATION:</p> <p>FOR THE PURPOSE OF REFRESHER/TRAINING OF LAB PERSONNEL’S WHMIS 1998, VISIT THE EHS WEBSITE, REVIEW THE MATERIAL http://umanitoba.ca/admin/vp_admin/risk_management/ehso/training/index.html AND SUBMIT THE QUIZ “NEW UNIVERSITY OF MANITOBA WHMIS 2015) TEST”. RECOMMENDATION: TO KEEP A PRINTED COPY OF THE SUBMISSION AS RECORD OF TRAINING</p>	<p>TO ALL FACULTY OF SCIENCE LAB PERSONNEL: ASAP</p>



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<p>JULY 15, 11:30 AM</p>	<p>TRAINING REFRESHERS FOR LABORATORY PERSONNEL (CONTINUE):</p> <p>BIO SAFETY</p> <p>In response to the new Federal regulations, EHS requires that all workers who have previously completed the U of M generic biosafety training prior to April 2016 update their Biosafety Generic Training by submitting the quiz "GENERIC BIOSAFETY QUIZ" http://umanitoba.ca/admin/vp_admin/risk_management/ehso/bio_safety/refresh.html As stated by the EHS: "...Departments are responsible for ensuring that the WHMIS requirements, including training, are implemented. Permit Holders are additionally responsible for site-specific training".</p> <p>NEW BUSINESS</p> <p>DISCUSSION: NOMINATION OF A NEW LASH MEMBER</p> <p>Co-Chair SYLVIE R. has suggested to elect a new member to represent students/Teaching Assistants (TAs). TREVOR S. proposed to elect the new member from a Faculty of Science department not represented in the committee (Physics and Astronomy, Mathematics or Statistic Departments).</p>	<p>ACTION TO BE TAKEN:</p> <p>AN EMAIL FROM ASSOCIATE DEAN, PETER LOEWEN WILL BE SEND TO PROVIDE INFORMATION TO LABORATORY PRINCIPAL INVESTIGATORS, INSTRUCTORS AND OTHER LAB PERSONNEL TO REFRESH THEIR WHMIS 1998 TO WHMIS 2015 & TO RESUBMIT THE EHS BIOSAFETY QUIZ (IF APPLICABLE).</p> <p>REMINDERS WILL BE SEND IN THE DEPARTMENTAL SAFETY NEWS</p> <p>ACTION TO BE TAKEN:</p> <p>CONTACT VARIOUS DEPARTMENTS AND STUDENTS GROUPS TO NOMINATE NEW CANDIDATES FOR THE COMMITTEE ELECTION OF A NEW STUDENT/TAS REP. MEMBER</p>	<p>Co-CHAIR SYLVIE R. SAFETY GROUPS WHMIS COORDINATORS, AND THE ASSISTANCE OF DEPARTMENTAL HEADS, ASSOCIATE DEAN & BETTY L. AS SOON AS POSSIBLE</p> <p>SAFETY GROUP CHAIR</p> <p>TREVOR SCHULTZ BY THE NEXT LASH SESSION</p>
<p>JULY 15, 11:40 AM</p>	<p>INSPECTIONS</p> <p>Co-Chair SYLVIE R. reported that BETTY L. has been conducting surveys and inspections since 2012 in the Faculty of Science as part of her duties. As a result of those surveys, issues have been reported periodically to the Dean, Physical Plant, Security Services as applicable and the LASH committee for their follow up, and the intervention of the committee when necessary.</p> <p>Members of the LASH Committee will participate in the surveys/inspections. In order to enter in restricted lab areas, all LASH members are required to complete the Faculty of Science WHMIS training.</p> <p>BETTY L. has informed this committee of the new resources available to assist in the conduction of the future inspections.</p>	<p>FURTHER PERIODICAL INSPECTIONS WILL BE COORDINATED WITH THE COMMITTEE MEMBERS</p> <p>COMPLETE WHMIS TRAINING</p>	<p>ALL MEMBERS OF THE LASH COMMITTEE PERIODICALLY</p> <p>TREVOR S. & KENNETH D., ASAP</p>
<p>JULY 15, 11:50 `AM</p>	<p>REVIEW ACTION ITEMS/UPDATES:</p> <p>NEW CHEMICAL INVENTORY, FACULTY OF SCIENCE</p> <p>A reconciliation of chemicals entered in the New Vertere Chemical System since 2015 and the physical inventory will be conducted in all departments after the purchase of a handheld computer to use in conjunction with the "Vertere interface".</p> <p>SAFETY CONCERN:</p> <p>Trevor mentioned that Vanessa Kornelsen, a student in the Microbiology Department has reported that Floor Emergency Exit Plans maps posted in the Buller Bldg. are not accurate, and were not updated after construction.</p>	<p>UPDATES TO BE PROVIDED</p> <p>ACTION:</p> <p>FUTURE INSPECTIONS WILL INCLUDE REVISION OF EMERGENCY EXIT PLANS POSTED. IF AN INACCURACY IS FOUND, A REPORT WILL BE SEND TO PHYSICAL PLANT AND EHS.</p>	<p>ALL MEMBERS OF THE LASH COMMITTEE PERIODICALLY DURING INSPECTIONS</p>



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APRIL 29, 2016 11:15 AM	<p>PHYSICAL PLANT, FOLLOW UP THE CO-CHAIRS LETTER</p> <p>CO-CHAIRS have sent a letter to PHYSICAL PLANT MANAGEMENT (May 2016) requiring actions to be taken to address a list of safety issues and concerns previously discussed. Some issues are still unresolved. After several weeks without any response from Physical Plant, TREVOR S. phoned ROD BERSCHIED, and found that the email with the letter had not been noticed. Most of the issues have been resolved since then, but some items, including the request to remove the fire blankets from the PARKER BLDG. have not been addressed.</p>	<p>A LETTER TO PHYSICAL PLANT REQUESTING AN ESTIMATED DATE TO COMPLY WITH THE MISSING SAFETY CONCERNS ITEMS IN THE LIST.</p>	<p>CO-CHAIRS SYLVIE R. & KRYSZYNA K.</p>

INCIDENT REPORTS AND INVESTIGATIONS	FOLLOW UP
<p>THE FACULTY OF SCIENCE SUMMARY OF INCIDENTS WAS PRESENTED TO THE LASH COMMITTEE AND REVIEWED. SUGGESTIONS HAVE BEEN MADE AND NOTED.</p> <p>CARS IN THE WALKWAY IN FRONT OF MACHRAY HALL:</p> <p>New Incidents where cars were reported driving in unauthorized fire lanes were reported and potential measures were discussed. Due to the high number of similar incidents that have now been officially reported since January 2016, this committee considers that the preventive measures taken by PARKING SERVICES have not been sufficient and new steps are required.</p> <p>ACCIDENTS/INCIDENTS:</p> <ul style="list-style-type: none"> • A piece of wood with nails was placed on top of cupboards in the hallway of BULLER BLDG. Opening the cupboard caused a piece of wood to fall on the head of the worker. The incident resulted in bruising and pain but fortunately, she did not suffer serious injuries. The piece of wood seems to have been placed on top of the cupboards by construction staff since at the time a lab was in the process of been demolished. The WHMIS COORDINATOR contacted UOFM personnel and requested that external contractors should be told to prevent storing materials to prevent this hazard. • A minor spill was reported as a result of a broken glass bottle of ethanol (600ml) in the staircase of PARKER BLDG. • MICROBIOLOGY DEPARTMENT reported an incident where a student suffered a minor injury while washing glassware due to the presence of a sharp object in the lab sink. • A fire was reported by KENNETH D. in the COMPUTER SCIENCE DEPARTMENT. The fire department arrived after hours after a small fire set off the alarms in one of the laboratories. The fire seems to have been caused as a result of the overheating of a new lithium battery that has been recharged overnight. • Incident reported in previous minutes: Vapors/Smell in labs 416, 417. EHS assessed the area. 	<p>TREVOR S. will follow up and contact PARKING SERVICES</p> <p>A letter by the co-chairs will be sent to Physical Plant highlighting the need for constructors to store materials and waste safely to prevent future accidents/injuries.</p> <p>Recommendation: To use a secondary container to transport chemicals and avoid using stairs when transporting glass containers.</p> <p>ONGOING INVESTIGATION</p> <p>INVESTIGATION CONDUCTED BY EHS</p> <p>The committee will consider to include the inspection of lithium batteries and batteries charging overnight in future area inspections.</p> <p>BETTY L. & STEPHANIE C. have requested the report from EHS (still pending).</p>



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

WORKER CO-CHAIR DR. SYLVIE RENAULT
CHAIRING THIS SESSION

WORKER MEMBER KENNETH DREWNIAK