



Local Area Safety Health Committee (LASH) Minutes

WORKPLACE COMPLETE NAME AND ADDRESS	EMPLOYER CO-CHAIR	OCCUPATION	Present	Absent
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: OCTOBER 20, 2016 Date of next meeting: JANUARY 2016 Number of employees at the workplace UNKNOWN	KRISTYNA KOCZANSKI	ASSOCIATE DEAN, UNDERGRADUATE STUDIES, STUDENT EXPERIENCE	X	
	EMPLOYER MEMBERS (LIST ALL) TREVOR SCHULTZ STEPHANIE CARTER	EXECUTIVE ASSISTANT TO THE DEAN ADMINISTRATIVE ASSISTANT, MICROBIOLOGY DEPARTMENT	X	
	Worker Co-Ch AIR SYLVIE RENAULT	ASSOCIATE PROFESSOR, BIOLOGICAL SCIENCES DEPARTMENT	X	
	Worker Members (LIST ALL) KENNETH DREWNIAK GEORGE ORRISS	TECHNICIAN, COMPUTER SCIENCE DEPT. RESEARCH ASSOCIATE, CHEMISTRY DEPT.	REGRETS X	X
	Guests (LIST ALL) JACK SLESSOR JOEY BELLINO LORI FRIESEN BILL POLUHA BETTY LERNER	SAFE WORK PREVENTION CONSULTANT OCCUPATIONAL HYGIENE COORDINATOR, EHS LIBRARIES LASH EMPLOYER CO-CHAIR LIBRARIES LASH WORKER CO-CHAIR SAFETY COORDINATOR, FACULTY OF SCIENCE	X X X X	

TIME	REMARKS
Starting 10:00 AM	Co-Chair chairing this session: KRISTYNA KOCZANSKI Co-Chair Welcome, approval of the Agenda (GEORGE ORRISS & SYLVIE RENAULT.) Approval of the minutes from Monday, July 15 TH , 2016 (GEORGE ORRISS & SYLVIE RENAULT.) KENNETH DREWNIAK sent his resignation to this committee due to the discontinuation of his position Introduction of guests and welcome to the meeting Business arising from Previous Minutes New Business Update of previous actions Review action items/Updates Other Business Summary of Incidents and investigation Reports
Ending 11:35 AM	Meeting adjourned



DATE OF ORIGIN	SAFETY AND HEALTH CONCERNS AND PROBLEMS	RECOMMENDATION OR ACTION TO BE TAKEN	ACTION BY (WHO & WHEN)
<p>OCTOBER 20, 2016 10:05 AM</p> <p>JANUARY 27TH 11:40AM</p> <p>10:15 AM</p> <p>10:20 AM</p> <p>JULY 15, 2016 11:30 AM</p> <p>10:25 AM</p> <p>10:35 AM</p> <p>OCTOBER 3, 2016 3:00 PM</p>	<p>BUSINESS ARISING FROM PREVIOUS MINUTES:</p> <p>I. VEHICLES IN UNAUTHORIZED AREAS, MACHRAY HALL FIRE LANE Presentation of a brief summary of the incidents reported since January 2016, including maps and pictures of unauthorized cars in the walkway and fire lane area in front of Machray Hall. Lori F., Science Library supervisor commented on a similar incident where a pedestrian was almost hit by a car reported by the Science Library to Parking Services and different authorities on January 2016. Since January 2016, TREVOR S. has been in contact with PARKING SERVICES requesting measures to prevent the access of unauthorized vehicles in the area. PARKING SERVICES reported the reposition of three stop warning signs and mentioned measures taken by the SECURITY SERVICE DEPARTMENT (a camera to monitor the access to this area). JACK SLESSOR cited Section 20.5.1 under the regulation¹ ("whenever... traffic constitutes a risk to the safety or health of a worker, an employer must...") which applies to these incidents since it affects the fire safety of the buildings in the area and their occupants. Cars parked in front of the area block the buildings evacuation exit route and prevent the access of fire trucks in case of an emergency. Jack also recommended the committee members to write a formal letter to PARKING SERVICES. SAFE WORK Manitoba and the FIRE COMMISSION should be contacted if no answer is provided within 30 days. JOEY B. mentioned that the FACULTY OF ARTS experienced similar issues, and offered his collaboration to the Co-chairs to write the letter.</p> <p>II. NOMINATION OF NEW LASH MEMBERS TREVOR S. reported the progress of the nomination of a new member to represent TAs and students from the PHYSICS & ASTRONOMY DEPARTMENT. Three potential candidates have been contacted. Following KENNETH D. (AESES) resignation, SYLVIE R. has proposed BETTY LERNER (AESES) as a new worker member.</p> <p>NEW BUSINESS</p> <p>DISCUSSION OF PROCEDURES TO FOLLOW BY PROFESSORS/INSTRUCTORS/TAS IN THE CASE OF STUDENTS FOLLOWING HEALTH TREATMENT/ CONDITIONS SYLVIE R. has arisen the concerns of an Instructor who was approached by a student following a cancer treatment informing the instructor that they might have to leave the class without further notice due to his/her condition. KRISTYNA K. has recommended that the student should contact the ACCESSIBILITY DEPARTMENT for assistance and mentioned that new policies are available at the UoM website. The committee will recommend that the Departmental Heads inform Instructors about the new available resources and protocols to follow in such a situation, as well as the limitations and restrictions, e.g. personnel are not allowed to administer medication to students. JACK has cited the regulations¹, section 2.5 "employer's responsibility to inform pregnant workers ... about any known or foreseeable risk..." KRISTYNA K. mentioned the procedure in case of pregnant students attending chemistry labs is to provide the Chemical Safety Data Sheets of the chemicals used in the lab protocols to all pregnant students and inform them that they can withdraw from class at their own discretion.</p> <p>DISCUSSION OF THE BULLER BLDG. CLOSURE INCIDENT STEPHANIE C. provided a brief description of the BULLER BLDG. closure procedure and sequence of events: Emails were received on October 3rd around 3:00 PM notifying staff of the decision to close the BULLER BLDG. SHE noticed that after the building was evacuated, students were still able to reenter the building, until 5:00 pm approximately. The committee members asked JOEY B. who is responsible to initiate the building's evacuation response procedure, and to notify the appropriate staff members and departments. TREVOR S. mentioned that PHYSICAL PLANT has the capability to close the doors electronically to limit access to some of the areas in the building, and it should be considered as a simple step to prevent reentrance. JOEY B. provided additional information regarding this incident. The evacuation happened as a result of an overcautious measure when it was a potential suspicion of fiberglass exposure, followed by an Air quality test that has proven that this material harmless (a copy will be provided by JOHN DODD, EHS).</p>	<p>LETTER TO THE PARKING SERVICES</p> <p>INVITE PARKING SERVICES TO THE NEXT LASH SESSION</p> <p>CONTACT THE RESPECTIVE UNIONS, CUPE LOCAL 3909 (TEACHING ASSISTANTS' UNION) AND AESES AS PER THIS COMMITTEE PROCEDURES.</p> <p>FIBERGLASS TEST RESULTS WILL BE PROVIDED TO THE COMMITTEE</p>	<p>CO-CHAIRS</p> <p>CO-CHAIRS</p> <p>JOHN DODD, EHS A.S.A.P</p>



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OCTOBER 20, 2016 10:45 AM 10:55 AM	<p>NEW BUSINESS</p> <p>(CONT.) DISCUSSION OF THE BULLER BLDG. CLOSURE INCIDENT</p> <p>SYLVIE R. reported staff member's concerns about an email informing of a partial reopening of the building, and the lack of communication notifying the official "all clear". "Building closed" warning signs were still posted at the basement level a week after normal activities had been resumed. STEPHANIE C. mentioned that the only source declaring the building was clear was published on the UofM website. Krystyna K. highlighted the importance circulating the information in a clear and timely fashion, and make clear when it safe to return to the building to continue regular activities.</p> <p>JOEY B. has offered to provide assistance to write Safe Work Procedures (SOP) for incidents such as these and recommended to contact EHS for advice and guidance. He has also mentioned that a new protocol was in place during the building evacuation period and this is the first time it was used.</p> <p>Joey sent an email to the members of this committee on October 7 on Buller's updates and comments.</p> <p>TREVOR S. will contact ALAN SCOTT from RISK MANAGEMENT to review the protocols concerning the communication and the "chain of command".</p> <p>JACK S. asked if a report has been sent, and the importance of notifying SAFE Work MB as soon as possible, citing the section 2.7.1 of the regulations¹. In the case of major events, Risk Management in collaboration with EHS reports the incidents to the corresponding authorities.</p>	<p>MEETING WITH RISK MANAGEMENT TO REVIEW PROTOCOLS</p>	<p>TREVOR SHULTZ</p>
11:00 AM	<p>REVIEW ACTION ITEMS/UPDATES:</p> <p>NEW CHEMICAL INVENTORY, FACULTY OF SCIENCE (11:00 AM)</p> <p>A new protocol has been established in collaboration with FRED REYES, EHS. When a disposed container has a barcode stickers pasted, the numbers will be forwarded to Chemical.Inventory@umanitoba.ca to ensure that the disposed chemicals will be removed from the inventory.</p>	<p>ONGOING</p>	<p>BETTY LERNER FRED REYES, EHS</p>
11:10 AM	<p>INSPECTIONS</p> <p>BETTY L. has completed a safety lab inspection in collaboration with Viktor Nemykin, Head of the Chemistry department and John Sorenson, Chair of the Chemical Safety Committee. It was found that most of the previously reported issues have been followed up by Physical Plant (fire blankets have been removed and the fire extinguishers have been replaced/repositioned).</p> <p>JOEY B. informed this committee of impending safety lab inspection to be conducted by EHS personnel in collaboration with designated LASH COMMITTEE members.</p> <p>Concerns regarding the lack of resources to update lab infrastructure were mentioned, such as replacement of fume hoods and the limitations of grants funds that prevents the use of the budgets for these particular purposes.</p>	<p>FOLLOW UP/LAB MAINTENANCE</p> <p>FUTURE SAFETY LAB INSPECTIONS</p>	<p>BETTY LERNER Continuing</p> <p>EHS To be announced</p>
11:20 AM	<p>INAPPROPRIATE BEHAVIOR RESPONSE PROTOCOLS</p> <p>STEPHANIE C. attended the Mental Health First Aid for Adults who Interact with Youth course on June 20th and 27th, 2016. More committee members will attend as new opportunities will be made available.</p>		
11:25 AM	<p>LASH MEMBERS TRAINING</p> <p>On August 24, JACK SLESSOR presented the Investigating Workplace Incidents Training to members of this committee and a group of departmental heads and supervisors.</p> <p><u>THANK YOU JACK FOR PROVIDING OUR GROUP WITH SUCH AN INFORMATIVE AND DYNAMIC SESSION!</u></p> <p>On September 28, SYLVIE R. attended the SAFE WORK COMMITTEE LEADERSHIP CONFERENCE, Voices for injury prevention</p>		
11:35 AM	<p>MEETING ADJOURNED</p>		



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APRIL 29, 2016 11:15 AM	PHYSICAL PLANT, FOLLOW UP THE CO-CHAIRS LETTER CO-CHAIRS have sent a letter to PHYSICAL PLANT MANAGEMENT (May 2016) a reply was received by the co-chairs. Items have been followed by a building inspection.	PARKER BLDG INSPECTION, SEPTEMBER 2016	CO-CHAIRS SYLVIE R. & KRYSZYNA K. BETTY LERNER

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: New Incidents where cars were reported driving and parking 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"> Minor injuries were reported: <ul style="list-style-type: none"> A student hit her head in a first-year chemistry teaching lab as a result of a fainting spell in Parker Bldg. A student gave himself a scrape on the palm of his hand from an instrument used in the lab while participating in one of the first-year labs in the Physics and Astronomy Department. A staff member reported left upper body and arm shingle like lesions and rash. A doctor was consulted. <p>Notice of Incidents: Several "Notice of incident" forms have been reported following the potential fiberglass exposure by occupants of the Buller building and by the WHMIS Coordinators and Departmental Heads in behalf of their departments. A list of the building occupants will be attached.</p>	<p>CO-CHAIRS WILL WRITE A LETTER TO PARKING SERVICES</p> <p>STEPHANIE CARTER SYLVIE RENAULT BETTY LERNER</p>

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



EMPLOYER MEMBER TREVOR SCHULTZ



WORKER CO-CHAIR DR. SYLVIE RENAULT

¹ Workplace Safety and Health Regulation, M.R. 217/2006
<http://web2.gov.mb.ca/laws/regs/current/217.06.pdf>