



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: APRIL 20, 2017 Date of next meeting: JULY 2017 Number of employees at the workplace UNKNOWN	EMPLOYER CO-CHAIR KRISTYNA 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	
	Worker Co-CHAIR SYLVIE RENAULT Worker Members (LIST ALL) GEORGE ORRISS BETTY LERNER	ASSOCIATE PROFESSOR, BIOLOGICAL SCIENCES DEPARTMENT RESEARCH ASSOCIATE, CHEMISTRY DEPT. SAFETY COORDINATOR, FACULTY OF SCIENCE	X X X	
	Guests (LIST ALL) RICHARD BELL JOEY BELLINO JOHN DODD CAROLINE GEBEL	PARKING SERVICES ASSISTANT MANAGER OCCUPATIONAL HYGIENE COORDINATOR, EHS SAFETY COORDINATOR, EHS SAFETY OFFICER, EHS	X X X	REGRETS

TIME	REMARKS
Starting 9:00 PM	Co-Chair chairing this Special Session: KRISTYNA KOCZANSKI
	Co-Chair Welcome
	Introduction of the guest and welcome to the meeting
	Approval of today's agenda & minutes from Monday, JANUARY 19, 2017 (STEPHANIE CARTER & GEORGE ORRISS)
	Business arising from Previous Minutes
	New Business
	Summary of Incidents and investigation Reports
Ending 10:50 AM	Other Business



DATE OF ORIGIN	SAFETY AND HEALTH CONCERNS AND PROBLEMS	ACTION TO BE TAKEN	BY (WHO & WHEN)
April 20, 2017 9:05 AM	BUSINESS ARISING FROM PREVIOUS MINUTES: I. VEHICLES IN UNAUTHORIZED AREAS, MACHRAY HALL FIRE LANE A summary of the sixteen vehicles reported in the area since the last LASH session. JOHN DODD provided an updated of the different solutions and communications between PARKING SERVICES, EHS and SECURITY SERVICES discussed to prevent unauthorized vehicles from entering the fire lane.	Request Update Follow up	CO-CHAIRS will contact RICK HANSEN
9:10 AM	NEW BUSINESS I. INCIDENTS AND INVESTIGATION OF INCIDENT REPORTS PROCEDURES BETTY L. has proposed to coordinate meetings with supervisors/instructors in small groups to review safety procedures. The items will include WHMIS updates, working alone procedures and will focus in how to collaborate with the process of reporting Near Misses, Incidents, Accidents and the following Investigation. CO-CHAIR SYLVIE RENAULT has offered to be part of the trial meetings in the Duff Roblin Bldg.		
9:25 AM	II. SUMMARY OF INCIDENTS AND INVESTIGATION OF INCIDENT REPORTS A Summary of Incidents and Investigation of Incident Reports was presented to the LASH committee and reviewed. Suggestions have been made and noted.		
9:50 AM	III. LABORATORY INSPECTIONS IN THE FACULTY OF SCIENCE JOEY BELLINO announced the imminent safety inspections soon to be conducted in the Chemistry Department, followed shortly after by safety inspections in the Biological Sciences Department.	Lab Inspections	EHS SAFETY OFFICERS APRIL & MAY
10:00 AM	IV. LASH MEMBERS' TRAINING OPPORTUNITIES V arious training opportunities have been presented. John Dodd has offered to provide training for the use of the iAuditor inspection app as part of this LASH safety training to be used in the safety inspections.	iAuditor App Training	JOHN DODD
10:10 AM	V. FIRE SAFETY: V.I. FIRE EXTINGUISHER AUDIT, BULLER BUILDING The Microbiology fire extinguisher's audit was completed on March 24, 2017. The objective was to assess the different areas in the department in collaboration between Physical Plant (P.P), EHS and the Microbiology Department based on the hazards involved and purpose of each area, to add, relocate or remove fire extinguisher units. As a result of the risk assessment, it was decided to maintain fire extinguishers in all labs working under biological permits since those areas have doors that will close after leaving the labs and prevent users to reenter. Fire extinguishers will be removed from teaching labs and relocated in common areas (hallways). The Biological Sciences fire extinguisher audit will be conducted shortly.	Buller Bldg. Fire Extinguisher Audit	JINGWEI XIE, JOHN DODD & BETTY LERNER
10:25 AM	V.II FIRE DRILLS, COMMUNICATION AND MUSTER POINTS EHS has changed the UofM General Fire Emergency Procedures and removed the recommendations regarding the use of fire extinguishers. This committee has requested an email highlighting the change of procedures to advice of the new policy and let users know not to use a fire extinguisher without having first completed the training provided by EHS. As a result of the new procedures, more training will be required for research lab personnel and instructors/TAs. EHS will notify this committee by email when Fire Extinguisher Training schedules will became available.	Email with Information Regarding Fire plans at UofM	EHS ASAP
10:40 AM	V.III FIRE DRILLS: FOLLOW UP AUDIBILITY CONCERNS AND OTHER ISSUES New audibility issues were found and reported to PHYSICAL PLANT regarding room 301 BSB (March 31, 2017) and 519 Allen Bldg. (March 14, 2017). Co-chair SYLVIE R. requested extra rooms with a similar layout to be included to the test (to follow up). JINGWEI XIE , P.P Life Safety Engineer, has request a test during the next monthly alarm testing. Rooms 307 and 312 Buller Bldg. previously reported audibility issues have been solved. Room 201 Buller Bldg. has not been solved, and Fire Wardens have been made aware of the issue and current fire evacuation plans in the building have included checking this room as part of the evacuation process.	Room's alarm Tests and reports	JINGWEI XIE PHYSICAL PLANT in progress
10:50 AM	DR. ZELMER Requested clearance to use the BULLER GREENHOUSE to conduct SMUDGING CEREMONIES to the FAC. OF SC. SAFETY COORDINATOR. JINGWEI XIE , has confirmed that the area will not require the disabling of life safety devices (smoke detectors). Smudging ceremonies can be now be hold by following the UofM procedures: http://umanitoba.ca/student/indigenous/smudging_ceremony.html	Done	JINGWEI XIE, & BETTY LERNER
10:50 AM	MEETING ADJOURNED		



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

WORKER CO-CHAIR DR. SYLVIE RENAULT

EMPLOYER CO-CHAIR DR. KRYSZYNA KOCZANSKI
CHAIRING THIS SESSION