

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 LOCAL SAFETY LASH COMMITTEE Meeting Date: APRIL 9, 2019 Date of next meeting: JULY 2019 Number of employees at the workplace UNKNOWN	KRYSZYNA KOZANSKI	ASSOCIATE DEAN, UNDERGRADUATE STUDIES, STUDENT EXPERIENCE	X	
	EMPLOYER MEMBERS TREVOR SCHULTZ	EXECUTIVE ASSISTANT TO THE DEAN	X	
	STEPHANIE CARTER	ADMINISTRATIVE ASSISTANT, MICROBIOLOGY DEPARTMENT	X	
	Worker Co-CHAIR SYLVIE RENAULT	ASSOCIATE PROFESSOR, BIOLOGICAL SCIENCES DEPARTMENT	X	
	Worker Members GEORGE ORRISS	RESEARCH ASSOCIATE, CHEMISTRY DEPT.	X	
	BETTY LERNER	SAFETY COORDINATOR, FACULTY OF SCIENCE	X	
	LINDA ALRAYES	PhD. Student & TA, BIOLOGICAL SCIENCES DEPARTMENT		X REGRETS
	Guests (LIST ALL) N/A			

TIME	REMARKS
Starting 2:00 PM	Co-Chair chairing this Session: SYLVIE RENAULT I. Approval of today's agenda (STEPHANIE & KRYSZYNA) II. Approval of minutes from JANUARY 31, 2019 (STEPHANIE & GEORGE) III. Business arising from Previous Minutes IV. New Business V. Review action items/Updates VI. Summary of Incidents and investigation Reports (partially deferred from the previous session) VII. Other Business
Ending 4:00 PM	Meeting Adjourned

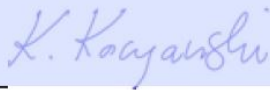
Date of origin	SAFETY AND HEALTH CONCERNS AND PROBLEMS	Recommendations or actions to be taken	Action by (who & when)
<p>MARCH 21 & APRIL 8, 2019</p>	<p>III. BUSINESS ARISING FROM PREVIOUS MINUTES:</p> <ul style="list-style-type: none"> FOLLOW UP, FIRE SAFETY FIRE DRILLS IN THE FACULTY OF SCIENCE <ul style="list-style-type: none"> The co-chair of the LASH Committee (Sylvie R.) has organized two meetings with the Chief Fire wardens from the Faculty of Science with EHS representatives Caroline Gebel, Safety Coordinator, EHS and Matt Henselwood, Safety Officer, EHS. To review the role of Chief Fire wardens, schedule fire drills and review the template from EHS for debriefing following fire drills/fire alarms. Fire wardens should be trained every 3 years. Training is provided monthly by EHS. The link has been provided to Chief Fire wardens who will distribute it to Fire wardens in their team. EHS has planned the next fire drills in early July then late September or early October. The fire evacuation debrief form should be completed any time the building is evacuated following a fire alarm. A copy should be sent to EHS. SYLVIE R. requested that a copy be sent to the LASH committee to review the issues. The LASH committee will ask Chief Fire wardens to cc a copy to the LASH Committee as well. Duff Roblin Bldg. has now two Chief Fire wardens, one for the East side and one for the West side. Some fire wardens are still required for the 5th floor and coordination between the two teams to cover all the entrances. In Buller Bldg., more Fire Wardens are required for the basement and the 5th floor. Caroline G. suggested that she could have a meeting with all the fire wardens of Buller Bldg. to discuss this further. Sylvie R. will discuss this at the next Biological Sciences Departmental Council meeting. Caroline G. will meet with Fire Warden Linnea Taylor, from the Dean's Office to discuss the fire safety procedures for the summer 2019 regarding MiniU groups using the Machray Hall and other Faculty of Science facilities. 	<p>Request to EHS to Attend a special meeting to provide guidelines to Fac. of Science Fire Chief Warden</p> <p>EHS will provide CHIEF FIRE Warden's & FIRE Warden's training</p> <p>LASH/EHS/ CHIEF FIRE Wardens Schedule of Fire Drills & Debrief submission after each Building evacuation</p> <p>Nomination of a new Duff Robin West Fire Chief Warden (DONE)</p> <p>Call for more Fire wardens at the next Biological Sciences Council meeting</p> <p>Discuss Fire Safety Procedures for the MiniU activities during the Summer 2019</p>	<p>Organizer SYLVIE R. (DONE)</p> <p>EHS Done ONGOING</p> <p>LASH/EHS Done Ongoing 2019</p> <p>SYLVIE R. (DONE)</p> <p>SYLVIE R. APRIL 25, 2019</p> <p>CAROLINE G EHS (ASAP)</p>

Date of origin	SAFETY AND HEALTH CONCERNS AND PROBLEMS	Recommendations or actions to be taken	Action by (who & when)
<p>MARCH 21 & APRIL 8, 2019</p>	<p>III. BUSINESS ARISING FROM PREVIOUS MINUTES:</p> <ul style="list-style-type: none"> ● FOLLOW UP, FIRE SAFETY (continues) FIRE DRILLS IN THE FACULTY OF SCIENCE <ul style="list-style-type: none"> ● The following issues have been identified: <ul style="list-style-type: none"> - Some Fire Emergency procedures signs need to be properly fixed to the wall (Allen Building) and some emergency evacuation maps are missing. Matthew H., EHS Safety Officer, will follow up. - ICM students and staff require additional fire safety training, Caroline G., EHS Safety Coordinator, will provide the required training. ● Based on the review of the fire evacuation debrief forms provided to the LASH by the Chief Fire Wardens, the following issues were discussed: <ul style="list-style-type: none"> - In two different fire drills, Fire Wardens reported that while assisting in the building evacuation, students using headphones were unaware of the sound of the fire alarm in the building. - In other incident, Fire Wardens reported a student who refused to leave the lab due to an ongoing experiment during a fire drill. <p>These issues will be discussed with the respective supervisors and departmental Heads.</p> 	<p>Update of Evacuation Maps & repair loose signs</p> <p>EHS will provide CHIEF ICM Staff & Students FIRE Safety Orientation/ training</p> <p>LASH Departmental Heads</p>	<p>MATTHEW H. (ASAP)</p> <p>EHS (ASAP) ONGOING</p> <p>LASH (ASAP)</p>
<p>APRIL 9, 2019</p>	<p>IV. NEW BUSINESS</p> <p>ANNUAL LASH MEMBERS TRAINING</p> <p>Different training opportunities and events were discussed with LASH members. SafeWork is offering new training opportunities and workshops such as “Impairment (Cannabis) and Workplace Safety“, and the UofM website Learning and Organizational Development has more opportunities for training.</p>	<p>LASH Members training</p>	<p>LASH Year 2019</p>
<p>APRIL 9, 2019</p>	<p>NEW BIOSAFETY PERMIT CERTIFICATION</p> <p>An email was sent by the UofM biosafety program on March 19, 2019, encouraging all biosafety permit holders to submit their new certifications in case of new awards of research funds or if adding new personnel. (Continues)</p>		

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	<p>IV. NEW BUSINESS</p> <p>NEW BIOSAFETY PERMIT CERTIFICATION(CONTINUES) A high number of research labs at the Faculty of Science will receive new students during the summer. This will require to submit a high number of new applications to the biosafety program website, which may overload the system. The safety coordinator contacted EHS to find the best way to update the Faculty of Science’s biosafety permits.</p> <p>FACULTY OF SCIENCE SAFETY WEBSITE The LASH requested access to the Faculty of Science Safety Website to facilitate updating & uploading information and documents to the new Safety & Health website. Jennifer Macrae, Communications & Promotions Officer at the Faculty of Science, will provide access and training to a LASH member.</p> <p>V. REVIEW ACTION ITEMS/Updates Deferred to the next session</p> <p>VI. SUMMARY OF INCIDENTS AND INVESTIGATION REPORTS Partially deferred from the previous session, see comments below.</p> <p>VII. OTHER BUSINESS An incident was reported by an instructor, where a Students refused to allow him to contact 911 to call an ambulance due to the cost associated with the services provide by the province. It was later found, that the student suffered a broken bone as a result of this incident. The lash has recommended to follow the University of Manitoba protocols and call 911 in case an accident, health and safety concerns follow by a call to the Security Services department.</p>	<p>Biosafety Program to provide guidance as the best way to update the list of students during the summer.</p> <p>LASH Members training</p>	<p>Betty L ESH (ASAP)</p> <p>JENNIFER MACRAE</p>

INCIDENT REPORTS AND INVESTIGATIONS	FOLLOW UP
<p>The Faculty of Science SUMMARY OF INCIDENTS was presented to the LASH COMMITTEE and reviewed.</p> <p>Suggestions have been made and noted.</p>	<p>RECOMMENDATION TO CIRCULATE THE INFORMATION FOR INVIGILATORS & OTHER SAFETY GUIDELINES TO ALL FACULTY DISTRIBUTION LIST FROM THE DEAN'S OFFICE.</p> <p>LASH WILL FOLLOW UP WITH THE assistance of EHS members.</p>

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



EMPLOYER CO-CHAIR, KRYSZYNA KOCZANSKI



Digitally signed by Sylvie Renault
DN: cn=Sylvie Renault, o=University of Manitoba, ou=Biological Sciences, email=Sylvie.Renault@umanitoba.ca, c=CA
Date: 2019.04.16 12:24:50 -0500

Worker CO-CHAIR SYLVIE RENAULT