

# Local Area Safety & Health Committee (LASH) Minutes

<b>WORKPLACE COMPLETE NAME AND ADDRESS</b> <b>FACULTY of SCIENCE</b> <b>239 MACHRAY HALL</b> <b>186 DYSART ROAD</b> <b>UNIVERSITY of MANITOBA</b> <b>WINNIPEG, MANITOBA</b> <b>R3T 2N2 CANADA</b> <b>PHONE: (204) 474-8256</b> <b>FAX: (204) 474-7618</b>  <b>Committee:</b> FACULTY OF SCIENCE LOCAL SAFETY LASH COMMITTEE  <b>Meeting Date:</b> JANUARY 23, 2020  <b>Date of next meeting:</b> APRIL 2020  <b>Number of employees at the workplace</b> UNKNOWN	<b>EMPLOYER CO-CHAIR</b> <b>KRYSZYNA KOCZANSKI</b>	<b>OCCUPATION</b> <b>ASSOCIATE DEAN, UNDERGRADUATE</b> <b>STUDIES, STUDENT EXPERIENCE</b>	Present	Absent	
		<b>EMPLOYER MEMBERS</b> <b>TREVOR SCHULTZ</b>  <b>STEPHANIE CARTER</b>	<b>EXECUTIVE ASSISTANT TO THE DEAN</b>  <b>ADMINISTRATIVE ASSISTANT,</b> <b>MICROBIOLOGY DEPARTMENT</b>	X  X	REGRETS
		<b>Worker Co-CHAIR</b> <b>SYLVIE RENAULT</b>  <b>Worker Members</b>  <b>BETTY LERNER</b>  <b>LINDA ALRAYES</b>	<b>PROFESSOR, BIOLOGICAL SCIENCES</b> <b>DEPARTMENT</b>  <b>SAFETY COORDINATOR, FACULTY OF SCIENCE</b>  <b>PhD. Student &amp; TA, BIOLOGICAL SCIENCES</b> <b>DEPARTMENT</b>	X  X	REGRETS
		<b>Guests (LIST ALL)</b>  <b>N/A</b>			

TIME	REMARKS
Starting 3:20 PM	Chairing this Session in behalf of Co-Chair <b>KRYSZYNA KOCZANSKI</b> ; <b>TREVOR SCHULTZ</b>  I. Approval of today's agenda ( <b>KRYSZYNA &amp; TREVOR</b> ) II. Approval of minutes from <b>OCTOBER 10, 2019 (TREVOR E &amp; KRYSZYNA)</b> III. Business arising from Previous Minutes IV. New Business V. Summary of Incidents and investigation Reports VI. Other Business
Ending 4:30 PM	Meeting Adjourned

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Date of origin	SAFETY AND HEALTH CONCERNS AND PROBLEMS	Recommendations or actions to be taken	Action by (who & when)
JANUARY 23	<b>III. BUSINESS ARISING FROM PREVIOUS MINUTES:</b>		
3:25 PM	<p><b>SESSION OF JANUARY 17, 2019, FOLLOW UP:</b></p> <p><b>FIRE SAFETY</b> LASH members will invite EHS to attend a meeting to inquire about information regarding Fire safety issues and policies at the Faculty of Science (follow up fire drills, debrief forms, etc.).</p>	EHS will be invited to attend a meeting with LASH members.	CO-CHAIRS
3:30 PM	<p><b>ACCESSIBILITY SIGNS</b> Trevor S. has contacted Emily Sinclair in Physical Plant. New accessibility signs in the main entrance of Buller Bldg. will be posted.</p>	To contact Physical Plant Regarding posting of accessibility signs	TREVOR S (done)
	<p><b>SESSION OF APRIL 9, 2019, FOLLOW UP:</b></p> <p><b>BIOSAFETY PERMIT CERTIFICATION (UPDATE)</b> The Faculty is ensuring that teaching labs working under biosafety permits are compliant with the new biosafety requirements.</p> <p><b>AUTOCLOVE VALIDATIONS (UPDATE)</b> All autoclaves validations will be monitored under the Faculty of Science.</p>	SURVEY  Autoclave Validations	BETTY L (In progress)  TERRY WOLOWIEC & BETTY L ONGOING
3:40 PM	<p><b>SESSION OF JUNE 16, 2019, FOLLOW UP:</b></p> <p><b>ANNUAL LASH MEMBERS TRAINING</b> Members have discussed issues of interest to focus in for the current period of 2020, and training sessions will be booked (UofM, SafeWork MB and online courses and resources).</p>	LASH Members training	2020 (In progress)
3:50 PM	<p><b>SESSION OF OCTOBER 10, 2019, FOLLOW UP:</b></p> <p><b>SELECTION OF A NEW LASH MEMBER</b></p> <ul style="list-style-type: none"> <li>Name of potential new members were selected and will be contacted to replace GEORGE ORRISS (who resigned as a member due to relocation)</li> <li>One additional member (sessional instructor) is been considered to increase departmental representation.</li> <li>LINDA ALRAYES will continue to be a part of the committee as a CUPE member.</li> </ul>	Nomination of new LASH Members	CO-CHAIRS (In progress)
	<p><b>FACULTY OF SCIENCE SAFETY TRAINING</b> Different approaches were discussed for the implementation of the changes of the WHMIS training delivery at the Faculty of Science and how to introduce the transition to the Principal Investigators and Instructors into the new system.</p>	LASH Members	(In progress)

Date of origin	SAFETY AND HEALTH CONCERNS AND PROBLEMS	Recommendations or actions to be taken	Action by (who & when)
<p>JANUARY 23 4:05 PM</p>	<p><b>III. BUSINESS ARISING FROM PREVIOUS MINUTES (CONT.)</b>  <b>SESSION OF OCTOBER 10, 2019, FOLLOW UP (CONT.):</b>  <b>FACULTY OF SCIENCE SAFETY WEBSITE</b>  Faculty of Science Health &amp; Safety webpage and the LASH webpage: Jennifer MacRae, Communications &amp; Promotions Officer provided training and access to the site.  The required changes and the broken links were updated/fixed. LASH Website: <a href="https://www.sci.umanitoba.ca/faculty-staff/faculty-of-science-lash-committee/">https://www.sci.umanitoba.ca/faculty-staff/faculty-of-science-lash-committee/</a></p> <p><b>NEW CHEMICAL PERMIT CERTIFICATION</b>  The LASH committee will include this topic in the agenda for the EHS meeting (to be scheduled).</p>	<p><b>FACULTY OF SCIENCE HEALTH &amp; SAFETY WEBSITE &amp; LASH</b> webpages: Update completed</p> <p>EHS will be invited to attend a meeting with LASH members.</p>	<p>JENNIFER MACRAE (Done)</p> <p>BETTY L (Ongoing)</p> <p>CO-CHAIRS (In progress)</p>
<p>4:10 PM</p>	<p><b>INCIDENTS REPORTS FOLLOW UP</b>  <b>SLIP AND FALL INCIDENTS</b>  A maintenance request will be placed with Physical Plant to prevent near misses/ accidents in the Animal Care Facility in Duff Roblin over cement floors in the cage's cleaning area, and in the Buller Bldg. main entrance's marble stairs.</p>	<p>Maintenance request to <b>Physical Plant</b></p>	<p>TREVOR S. (In progress)</p>
<p>4:15 PM</p>	<p><b>POWER OUTAGE OF JULY 8, 2019</b>  Following up the incident reported during the power outage, there are some questions unanswered. EHS will be consulted as part of the next meeting's agenda to assist the committee to clarify responsibilities and procedures during power outages and other emergencies.</p> <p><b>IV. NEW BUSINESS</b>  <b>LASH COMMITTEE MINUTES</b>  Changes to the Province of Manitoba regulation: Joey Bellino sent an email to LASH committees notifying that minutes to Manitoba Workplace Safety and Health at <a href="mailto:cominutes@gov.mb.ca">cominutes@gov.mb.ca</a> will no longer be required.  An amendment to this committee "Rules of procedures" to update the distribution of minutes will be conducted.</p> <p><b>CONCERN:</b>  A member of the staff sent an email to voice safety concerns regarding the lack of illumination in Parking lots A &amp; Q, as well as the bad conditions of the path (very slippery).  A LASH member brought to the attention of the committee a very slippery shortcut in the <a href="#">area between shelters for the busses #76, 75 and 36 in front of Ibister Bldg.*</a> Students use this shortcut to take the bus but this area is covered in black ice. There is a handwritten sign warning of the icy path. Students have reported been witness of slipping and falling incidents (most likely unreported slip &amp; fall incident).</p> <p><b>V. OTHER BUSINES</b></p>	<p>EHS will be invited to attend a meeting with LASH members.</p> <p>Review the LASH "Rules of procedures"</p> <p>Maintenance request to <b>Physical Plant</b></p> <p>Maintenance request to <b>Physical Plant</b></p> <p>N/A</p>	<p>Co-Chairs (In progress)</p> <p>LASH MEMBERS</p> <p>TREVOR S. (In progress)</p> <p>TREVOR S. (In progress)</p>

INCIDENT REPORTS AND INVESTIGATIONS	FOLLOW UP
<p>The Faculty of Science <b>SUMMARY OF INCIDENTS</b> was presented to the <b>LASH COMMITTEE</b> and reviewed.</p> <p>Suggestions have been made and noted.</p>	<p>New versions of the booklet <b>UM EMERGENCY RESPONSE QUICK REFERENCE GUIDE 2019</b> have been requested and provided by <b>EHS</b>. The new booklets are been distributed in the Faculty of Science.</p>

#### IV. NEW BUSINESS

##### CONCERN:

\* Picture of the area between bus shelters for the buses #76, 75 and 36 in front of the Ibister Bldg.



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

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EMPLOYER MEMBER, **TREVOR SCHULTZ**

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WORKER CO-CHAIR, **SYLVIE RENAULT**