

Local Area Safety & Health Committee (LASH) Minutes

WORKPLACE COMPLETE NAME AND ADDRESS	MEMBERS	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: NOVEMBER 12, 2020 Date of next meeting: FEBRUARY 2021 Number of employees at the workplace UNKNOWN	EMPLOYER CO-CHAIR KRISTYNA KOZANSKI	ASSOCIATE DEAN, UNDERGRADUATE STUDIES, STUDENT EXPERIENCE		Regrets
	EMPLOYER MEMBERS TREVOR SCHULTZ STEPHANIE CARTER	EXECUTIVE ASSISTANT TO THE DEAN ADMINISTRATIVE ASSISTANT, MICROBIOLOGY DEPARTMENT	X X	
	Worker Co-CHAIR SYLVIE RENAULT	PROFESSOR, BIOLOGICAL SCIENCES DEPARTMENT	X	
	Worker Members BETTY LERNER LINDA ALRAYES	SAFETY COORDINATOR, FACULTY OF SCIENCE PhD. STUDENT & TA, BIOLOGICAL SCIENCES DEPARTMENT	X Absent	
	Guests (LIST ALL) JOHN DODD	ENVIRONMENTAL HEALTH & SAFETY (EHS) DIRECTOR, RISK MANAGEMENT	X	

TIME	REMARKS
Starting 2:00 PM	Chairing this Session SYLVIE RENAULT I. Approval of today's agenda (STEPHANIE & TREVOR) II. Approval of minutes from AUGUST 20, 2020 (TREVOR E & BETTY) III. Business arising from Previous Minutes IV. New Business / Issues V. Summary of Incidents and investigation Reports VI. Other Business
Ending 3:45 PM	Meeting Adjourned



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Date of origin	SAFETY AND HEALTH CONCERNS AND PROBLEMS	Recommendation or actions to be taken	Action by (who & when)
JANUARY 23	<p>III. BUSINESS ARISING FROM PREVIOUS MINUTES:</p> <p>ISSUES FROM POSTPONED MEETING ON MARCH 18, 2020</p> <p>The meeting was cancelled due to covid-19, points were presented to John D. and the information required will be provided by EHS and different issues followed up by the appropriate EHS specialists as follow:</p> <ul style="list-style-type: none"> – Fume hood guidelines during power outage: Life Safety Committee. – Fume hood issues during power outage (difference in pressure affects the proper functioning of exit doors): consult with Jingwei Xie, Life Safety Engineer. – Evacuation of Buildings during power outages & issues, such as emergency lights in exit staircases and P.P emergency phones not working during power outages: consult with Jingwei Xie, Life Safety Engineer. – Fire Drills reports cc'd to the LASH: Caroline Gebel, EHS Safety Officer. – Door Placards: when a new poster is required (in lieu of the previous Room and Lab Signage Program) contact William Grierson, EHS Laboratory Safety Technologist. – The EHS representative that will act as liaison between LASH Committees and the OSHA committee will be John Dodd. 	Follow up	JOHN DODD & CAROLINE GEBEL
MAY 20	<p>AUTOCLAVE VALIDATIONS (UPDATE)</p> <p>Due to the lockdown and subsequent reduction of research activities and support staff, only one autoclaved (located in the Buller Bldg.) was maintained validated and available for biological waste disposal.</p> <p>All autoclaves are now validated under a monthly schedule and available for biological waste disposal.</p>	Ongoing schedule	TERRY WOLOWIEC JACYLYN VILLANUEVA SYLVIE R & BETTY L (Done)
AUGUST 20	<p>ACCESSIBILITY SIGNS</p> <p>After been informed that the accessibility signs will be posted shortly at the main entrances of the Buller Bldg., the LASH has reported that the signs are not posted yet. An email will be sent to PP to follow up and the LASH will report in the minutes once the signs are posted.</p>	Physical Plant posting of accessibility signs	TREVOR S (to follow up)
NOVEMBER 12 2:50 PM	<p>COVID-19 GUIDELINES & THE USE OF FACE MASKS</p> <p>EHS was consulted regarding the guidelines for the use of face masks a particular case where a person with asthma experienced more asthma symptoms and breathing issues while wearing it.</p> <p>Judy Shields, EHS occupational Health Coordinator, replied that after consulting the Wellness Group, it was found acceptable for the employee to wear a face shield instead.</p>	EHS	JUDY SHIELDS BETTY L (Done)

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<p>NOVEMBER 12 2:45 PM</p> <p>MAY 20</p>	<p>III. BUSINESS ARISING FROM PREVIOUS MINUTES:</p> <p>FIRST AID KITS Animal Holding Facility consulted the Faculty about storing medications over the counter in their first aid kits. An email was sent to SafeWork MB and their answer indicates that while Part 5 of the Regulations does not say that over the counter medication cannot be included in the first aid kit, <u>the employer needs to consider the liabilities associated with making any type of over the counter medication available for staff's use.</u></p> <p>Access to the Forth Garry Campus (Follow up): Krystyna K. emailed Parking Services regarding personnel and students who currently don't hold a parking permit, asking about the use and location of the parking lots and if they could be used free of charge during the following term. Parking Services has replied that unfortunately all users are required to pay to use the parking lots at this time.</p>	<p>Consult SafeWork MB</p> <p>Parking Services</p>	<p>JACK SLESSOR, SafeWork MB & BETTY L (Done)</p> <p>KRISTYNA K (Done)</p>
<p>NOVEMBER 12 3:10 PM</p>	<p>IV. NEW BUSINESS / ISSUES</p> <p>COVID-19 GUIDELINES & HOUSEKEEPING</p> <p>September 11, 2020 How often door handles and shared areas should be cleaned by Physical Plant. September 2020, Ongoing issue Hand sanitizers dispensers are few and are not placed in prominent locations. It has been noticed that the containers are not labeled and they often are found empty. John D. will provide the email to the responsible person to contact regarding both issues</p> <p>September 29, 2020 Garbage bins on campus (outside buildings) found full, they were not emptied in a while. Issue was reported and the bins were emptied.</p> <p>COVID-19 GUIDELINES, USE OF FACE MASKS IN COMMON AREAS</p> <p>In several occasions groups of students were seen not wearing Face mask in common areas of Machray Hall, the tunnel's link, Arms link, CTC and study areas in common spaces and classrooms (outside class).</p> <ul style="list-style-type: none"> - Issue was reported to EHS and the Dean's office. - EHS responded that all instructors, professors, etc. were sent an "instructor package" which outlines how to deal with all situations. <p>It has been observed that there are <u>no posters warning / notifying building occupants of the UofM requirement to use face masks in common areas</u></p>	<p>Email Physical Plant</p> <p>Emailed Physical Plant ppwod@umanitoba.ca</p> <p>Email Physical Plant</p>	<p>SYLVIE R</p> <p>SYLVIE R (Done)</p> <p>KRISTYNA K ASAP</p>

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NOVEMBER 12 2:45 PM	<p>V. OTHER BUSINES COVID-19 GUIDELINES, FACE MASKS ARE REQUIRED IN COMMON AREAS & TO ACCESS BUILDINGS</p> <ul style="list-style-type: none"> – Posters requiring the use of face masks to enter the buildings are placed on the entrance glass doors with scotch tape, and some are already wearing off/peeling off. – Yard Signs requiring the use of face masks to enter the buildings are posted near the buildings entrance and already been blown away/removed and found lying on the grass. It is very likely that those same signs will be promptly buried (and not visible) by snow during the upcoming winter. <p>COVID-19 GUIDELINES, NEWS</p> <ul style="list-style-type: none"> – Lunch rooms will be closed. – New restriction of the type of face masks building occupants are allowed to wear. John D. mentioned that this information will be reviewed and more especifications will be send to the Faculty if required. 	Consult Physical Plant	KRISTYNA K (To do)
AUGUST 26	<p>V. OTHER BUSINES INCIDENTS REPORTS / FOLLOW UP MINOR INCIDENT</p> <p>Chemical Exposure of unknown substance while a graduate student was cleaning samples from previous groups in a fridge. Cause: Issues from left over samples after students/Pis leave the lab. An incident report was completed.</p>		
NOVEMBER 4	<p>ACCIDENT</p> <p>Worker sustained an injury (broken and dislocated right wrist) while removing a sun shade coating from the greenhouse. An accident report and the contact information of the staff member and the supervisor involved was sent to the Judy Shields. EHS will conduct the investigation report.</p>	JUDY SHIELDS EHS	SYLVIE R (Done)
NOVEMBER 9	<p>MINOR INCIDENT</p> <p>A lab technician spilled 6% hydrogen peroxide on her hands. No serious injury as a consequence. An incident report was sent to the Judy Shields.</p>	JUDY SHIELDS EHS	BETTY L (Done)

FOLLOW UP

- **EHS** will contact Jingwei Xie, Life Safety Engineer regarding the Building evacuation plans to re-evaluate the location and proper functioning of emergency lights (especially in emergency staircases).
- **EHS** will contact the Life Safety Committee regarding Fume hood guidelines during power outages.
- **LASH** will follow up the posting of safety accessibility signs at the main entrance of the Buller Bldg. and Covid-19 signs.
- **LASH** will follow up with Physical Plant to know how frequently handles and common areas should be cleaned and who is responsible of properly labeling and refilling hand sanitizers dispensers.

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

EMPLOYER MEMBER, **STEPHANIE CARTER**

WORKER CO-CHAIR, **SYLVIE RENAULT**