

# ENVIRONMENTAL & LABORATORY SAFETY COMMITTEE MEETING

Thursday, June 13<sup>th</sup>, 2007  
SLB 201

**Present:** G. Kidder, J. Manias, R. Maslen, A. M. McCusker, J. McMullin, G. Qubty, G. Wagner,

**Regrets:** G. Barbe, K. Griffith, A. Jutan, P. Ossenkopp, V. Smith,

## 1. Approval of Minutes from February 8, 2007

Motion to approve: J. McMullin

Seconded: R. Maslen

Minutes were approved and passed without changes.

## 2. Membership

### Membership Changes

Janet Manias has replaced Kai Pisters as the representation from SOGS. Graham Wagner's 3 year term is complete.

**Action:** G. Kidder to request a new representative from Schulich for the next meeting. A.M. McCusker to post the term of service for faculty members on the web-page. Since Janet Manias will be leaving the university soon, a grad student replacement for her will be sought.

## 3. Business Arising

### Inspections

A.M. McCusker reported that the chair of Chem. & Biochem Engineering has been supportive in increasing the frequency of inspections in labs with multiple PI's and there has been improvement in one of those labs.

Graphs showing the percentage of labs in compliance and graphs comparing the distribution of inspection findings were discussed.

### Laboratory Health and Safety Manual

#### Revisions

The requirement for supervisors to perform safety inspections and communication of this to PI's was discussed

**Action:** A.M. McCusker to prepare communication to be sent from G. Kidder informing PI's of the inspection requirement.

### Policies/guidelines

A.M. McCusker clarified the use of policies and reported that all items in the manual that were not official policies have been changed to programs or guidelines.

### **Laboratory doors**

A.M. McCusker proposed that a statement requiring that the windows in lab doors are not obscured be added to the manual.

Motion J. McMullin

Seconded G. Wagner

Motion passed.

**Action:** A.M. McCusker to post the manual on the OHS webpage.

### **WSIB Workwell Audit**

A.M. McCusker updated the committee on the status of the Workwell Audit.

### **Confidentiality of meeting minutes**

A.M. McCusker reported that there are no university guidelines on minute keeping; however they should be concise and specific with respect to resulting action items.

## **4. New Business**

### **Chemical Substances – The Challenge**

A.M. McCusker gave a brief overview of the plans that OHS has for implementation.

## **5. Other Business**

## **6. Adjournment**

Motion G. Wagner

Seconded Janet Manias

The meeting was adjourned at 3:22 pm