1. Approval of Agenda
   The agenda was approved as circulated.

2. Approval of Minutes of 24 September 2013
   The minutes were approved as circulated.

3. Business Arising

   ▪ Chair O. Krupke welcomed new member Melinda Powell (CUPE 951) to the committee.

   ▪ Hall: Safety information on Faculty Science webpage. All feedback received
     has already been incorporated and was of editing rather than content in
     nature. The committee indicated they were fine with the safety webpage.
     Following copy-editing and insertion of the icon links it will go live later this
     year.

   ▪ Hall: Follow-up in ELL-SCI walkway. FMGT has had the contractor seal the
     bottom of the brick wall. So far it appears to be preventing the leakage into
     the hallway though rains have been light. The mats currently deployed
     appear sufficient.

   ▪ Hall: Update on PHAC assessment of prion work. PHAC has assessed the
     current work that is currently under the stop work order as requiring level 2
     containment to continue. Suitable facilities are being sought for this. The
     proposed work, submitted in a recent application, would require a higher level
     containment facility than the current work, with specific measures for prion
work that go beyond level 2 and are outlined in the Canadian Biosafety Standards and Guidelines.

4. New Business
   ▪ Update on earthquake assembly points (Daphne Donaldson, Manager Emergency Planning). D. Donaldson explained the new procedures developed this year for major earthquakes, and highlighted the evacuation changes for occupants and FECs and BECs. She went over the new campus evacuation procedures and map. We expect that some people will leave campus instead of going to the assembly area. One goal of the plan is to coordinate the exodus to reduce the likelihood of traffic related accidents. A member suggested that signing the assembly route in some way should being considered. D. Donaldson recognized that the building emergency plans needs to be updated with the new procedures and map. She will review the form and procedures to try to allow for reporting of critical incidents, as this information may be lost with a broad exodus. Further, if we evacuate following a significant but little-to-no damage earthquake, we cannot reenter until the structure is assessed by structural engineers. D. Donaldson felt it was best to be on the safe side and if you can really feel it, and things are moving, then evacuate and go to the assembly point. So far this has been once per 10 years or so. She is working with CSEC to develop a rapid damage assessment plan. There was also concern about how to respond to an active threat. The CSEC website has a new document on active threats, and the PSC will also meet with groups and provide information. There is also a draft document regarding what to do during an emergency as an instructor in charge of a class.
   
   ▪ T. Hasanen noted there is a requirement to post the minutes of the last 3 meetings. The committee agreed that each department should post the minutes on a bulletin board outside their general office.

5. Workplace Inspections Review
   ▪ Report on any recent activities and review of the dates in the document circulated. M. Blake reported that the common spaces in Petch were done in June. B. Binges reported that the Greenhouse had their OHSE inspection on October 15th and may be planning a fire drill.

6. Accident/Incident, Near-Miss or Hazard Report Reviews
   ▪ NTR.

7. Next Meeting
   November 26th at 1 PM in PCH 206.

Meeting was adjourned at 2:02 PM.