Attendees:
• Oliver Krupke, Worker co-chair (Biochemistry and Microbiology)
• Susan Gnucci (Physics and Astronomy)
• Janice Gough (Biology)
• Erin King, Management co-chair (Faculty of Science)
• Rosemary Pulez (Chemistry)
• Terry Russell (Earth and Ocean Sciences)
• Evelyn Wiebe (Division of Medical Sciences)
• Brad Binges (Biology, Greenhouse)
• Neil Honkanen (Physics and Astronomy)
• Allison Maffey (Biochemistry and Microbiology)
• Patrick Nahirney (Division of Medical Sciences)
• Paul Poffenberger (Physics and Astronomy)
• Melinda Powell (Biochemistry and Microbiology)
• Troy Hasanen (Occupational Health, Safety, and Environment)

Absent:
• Fraser Hof (Chemistry)
• Kurt McBurney (Division of Medical Sciences)
• Fiona Puszka (Campus Security)
• Margaret Blake (Biochemistry and Microbiology)

Minutes

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

2. Approval of minutes
   The minutes of the meeting held January 27, 2015 were approved as circulated.

3. New Business
   a) Workplace Inspections

   **Elliott Building**
   Common areas in the Elliott Building were inspected in February. A fire drill was also held in Elliott during reading week. The fire alarm was not heard in the computer rooms in Elliott. Susan Gnucci will follow up with UVic’s head electrician to see what can be done about improving the sound of the alarm in that area.

   **Medical Sciences Building**
   Self-inspections for MSB 250 and MSB 336 were completed.

   b) Review of Incident/Accident/Hazard Reports
   • SEOS January 25, 2015
The Committee recommends that the smooth concrete surface of the bike racks outside the Bob Wright Centre is too slippery and poises a hazard. The Dean’s Office will submit a ticket to Facilities Management to have this fixed.

- Stores January 19, 2015
- BIOC February 4, 2015

Many labs use metal rods rather than glass to avoid this kind of breakage. Oliver Krupke will follow up with Dr. Boraston to explore this option.

Overall, all present agreed that the reports are accurate and complete.

c) Personal Safety Coordinator Update
   None given

d) Active Threat Workshop March 24 at 2:00 p.m.
   Erin King will circulate an invitation to the Active Threat Workshop on March 24. All committee members are encouraged to attend.

6. Next Meeting
   The next meeting is scheduled for Tuesday, March 24, 2015 at 1:00 p.m. in Petch 206.