Record of Meeting

Location: Petch 206
Date: Tuesday, May 26, 2015
Time: 1:00 p.m.

Attendees:
- Susan Gnucci (Physics and Astronomy)
- Erin King, Management co-chair (Faculty of Science)
- Evelyn Wiebe (Division of Medical Sciences)
- Rosemary Pulez (Chemistry)
- Margaret Blake (Biochemistry and Microbiology)
- Oliver Krupke, Worker co-chair (Biology)
- Brad Binges (Biology, Greenhouse)
- Brent Gowan (Biology)
- Paul Birney (Physics & Astronomy)
- Melinda Powell (Biochemistry and Microbiology)
- Troy Hasanen (Occupational Health, Safety, and Environment)
- Fraser Hof (Chemistry)
- Allison Maffey (Biochemistry & Microbiology)
- Mike Pfleger (Physics and Astronomy)
- Jody Spence (Earth & Ocean Sciences)
- Dan Mellott (Biochemistry & Microbiology)

Absent:
- Patrick Nahirney (Division of Medical Sciences)
- Terry Russell (Earth and Ocean Sciences)
- Janice Gough (Biology)
- Kurt McBurney (Division of Medical Sciences)
- Fiona Puszka (Campus Security)

Minutes

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

2. Approval of minutes
   The minutes of the meeting held April 28, 2015 were approved as circulated.

3. Business arising
   a) First Aid Courses
      Vikes Rec would be willing to put on a first aid course on the weekend if there is demand.
      AO’s will gauge interest in their areas.

4. New Business
   a) Workplace Inspections and Fire Drills
      Cunningham had their fire drill May 12. The Fire Department was pleased with how FECs responded.
c) Review of Incident/Accident/Hazard Reports
   • MedSci May 12, 2015

   Overall, all present agreed that the report is accurate and complete.

d) Committee Membership
   Neil Honkanen, Paul Poffenberger, Val Kerr, Fraser Hof, and Patrick Nahirney are stepping
down from the committee. New members Allison Maffey, Mike Pfleger, and Paul Birney
were introduced and welcomed. New member Peter Wan will take Fraser Hof’s place at
future meetings. Our thanks go to Neil, Paul, Val, Fraser, and Patrick for their service on
the committee.

d) Ergonomics
   An ergonomics training course is offered on request for individuals doing manual labour.
Troy Hasanen will send information about this course to AOs to determine if there is
demand in Science for this course. Troy will also add information about this course to the
OHSE website.

   All agreed that laboratory ergonomics should be a part of OHSE’s general intro to lab
   safety training.

5. Next meeting
   The next meeting will take place on June 23, 2015 at 1:00 p.m.