



**Present:** A. Garrett, D. Jackson, R. Katz, P. Lagaditis, C. Lawrence, D. Mai, E. Robinson, M. Shakourisalim, A. Tura, R. Ulk, J. Verhelst, S. Makosinski (recorder)  
**Regrets:** A. Eddy, A. Rowe, L. Stefanova

**1. Approval of Agenda**

Approved.

**2. Approval of Minutes**

Approved.

**3. Business Arising**

**3.1 Electrical safety awareness training**

CIVE is willing to share their electrical safety awareness document. Those interested are asked to send Arielle their email address.

**3.2 Combustible dust**

There was a short discussion regarding combustible dust in ELW B130 for the 3D metal & polymer printers. A dust hazard analysis (DHA) report was completed by qualified consultants. The lab is preparing a Safe Operating Procedure (SOP) that is in draft. It was reviewed once as an incomplete draft with lots of revisions, and no updated copy has been seen.

**Action:** Paraskevi will send MECH the DHA and latest draft SOP copy that OHSE has on file.

**3.3 Committee members**

The Employee and Employer co-chairs are equal. They work together & share duties of the Chair as outlined in the [Terms of Reference](#). The Employee co-chair is currently vacant.

**4. OHSE Updates**

- The power to the lab of ELW B225 is shutting down, including the fume hood. The system is designed as per Code because hydrogen gas is used with this fume hood, but it affects another lab where simulations are being done. The occupants want to modify the system to stop the power shutdown and replace it with an alarm system. Discussion is continuing to find a solution because OHSE is opposed to permit shutting down a fume hood with potential of a hydrogen gas leak.
- The fume hood in Tao Lu's lab is too close to a wall and causes turbulence.

**Action:** Paraskevi will inform Tao Lu and request that signs about not using the fume hood with hazardous materials be put up.

**5. Accident/Incident, Near-Miss or Hazard Report Review**

**5.1 Science Venture: Accident with injury, July 17, 2025**

During a combined inclusion program with VIKES, a Science Venture camp leader was attacked by a camper and got bitten. Should the camper attend camp again, two trained support workers will be assigned to the camper.

### **5.2 IESY: Accident with injury, July 21, 2025**

An IESVic staff fell ill and was being helped down the stairs, but the staff helping lost her footing and tumbled down the stairs.

Corrective measure: If there is no access to an elevator, calling Campus Security for help is recommended.

### **5.3 Machine Shop labs – MECH 200**

Two students have recently fainted during the 5:30-8:00 pm labs. Campus Security was called for assistance.

Corrective measure: Students should be reminded to eat and drink before coming to the lab.

An accident logbook is also recommended to mark the time of the incident and other useful information.

## **6. Campus Security Update**

- So far, the start of the school year has gone well. There is no significant building damage or behavior to note.
- There are sessions available on Learning Central for emergency preparedness; Fire extinguisher and active threat session dates to be added soon.
- A reminder to call CSEC if you note anyone or anything of concern in your building. Dispatch is staffed 24/7 and is the best place to refer concerns or information for triage.

## **7. Other Business**

Aaron Brice is still with MECH until the end of September, but ELW will need a new Building Emergency Coordinator to take his place. Rocky has volunteered but will check with Vahid.

Meeting adjourned at 11:20 a.m.