



THE UNIVERSITY OF WINNIPEG

WORKPLACE SAFETY AND HEALTH COMMITTEE

MINUTES

515 Portage Avenue

Len Cann

Exc. Director / Campus Infrastructure

X

Winnipeg, MB, R2P 2E9

Carol Beaudette

Assoc. Controller, Financial Services

X

Fax: 774-2935

Mary Anne Walls

Health and Wellness Manager (Alternate)

X

Meeting date: June 4, 2013

Date for next meeting: Sept. 16, 2013

Worker Members

Don Campbell

Faculty member - IUWFA

X

Harald Weigeldt

Carpenter - IUOE

X

Deanna Dolnik

Mar. Inc. & Capital Acct. - Excluded Employees

X

Number of employees

Kimberly Dullis

Faculty member - IUWFA

X

Tom Farnier

UWCA

X

Peter Balagus

Technician - AESES

X

Andree Forest

UWSA (Alternate)

X

Doug Foster (A)

Plumber - IUOE (Alternate)

X

Ethelinda Padua

Safety and Health Specialist

X

Sangita Shah

Laboratory Safety Officer

X

Michelle Gilling

Director Emergency Prep and Security

X

Call to Order

Meeting Called to Order at 12:30p.m.

Kim Monson

<p>C. Business Arising from the minutes:</p>			
<p>4. Asbestos Management</p> <p>Others will be trained and</p>	<p>The asbestos management program is at 90% completion. The inventory will be put into a database format to be accessible through shared computers with those who require access to the database. The inventory will include</p> <p>Signage for doors has been ordered. Internal Permit has been revised.</p>	<p>Signage will be placed at each location indicating</p> <p>cleared.</p> <p>has been completed for low</p> <p>hazardous work.</p>	<p>Open</p>
		<p>A description of the program will be put on the website as soon as all program contents are completed (by end of June 2013)</p>	

<p>6. Bulman Centre Air Quality</p>	<p>new appropriate channels and procedures need to be specified.</p> <p>It was discussed that enforcement is required to stop</p>	<p>Len Cann and Ted Turner to have</p>	<p>Open</p>
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Other eyewash stations require mixture valves to ensure liquid water is available. Ethelinda was provided with information relevant to the costs and will forward this to the appropriate management to consider.

Ethelinda to forward to management for consideration

permitted. More communication is required to smokers and non-smokers where smoking is permitted and prohibited.

F. New Business:

1.

Radiation Safety Committee

Gamma survey meter was sent for the annual calibration.

The radiation Safety Training PowerPoint presentation is ready for committee to review for the message from CNOC regarding changes to training for the response team since we have been notified of the information from CNOC website.

To close the CNSC inspection report, physics staff was trained verbally on compliance requirements to security, posting, labeling, purchasing procedure, permit application and amendment.

The university CNSC licence has been amended in order to correctly classify the sources. Four sources listed as open sources are now listed as sealed sources in the

after conversation with CNSC inspector and CNSC licensing specialist.

Safe Work Procedures have been developed and implemented after the radiation incident occurred in March. CNSC was informed of the leak test results.

Ethelinda will be added as an alternate RSO after she receives the RSO course certificate

Agenda Item	Subject, Concern or Problem Discussion	Recommendation or Action	Status
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	<p>VP research and Dean and Associate Dean of Science have been contacted re the Lab Safety policy, procedure development, consultation and development. They have been requested to contact department chairs so the subcommittee has a representative from the research side and lab safety procedures can go through proper consultation before implementation.</p> <p>A couple of non compliance issues have been identified during the last waste disposal. Waste disposal procedure</p>		
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	<p>A list of non compliance BCEE labs has been sent to the Dean of Science.</p> <p>Two lab safety training sessions were scheduled for BCEE lab staff and students. Over 90 people have attended the</p>		
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	<p>procedures.</p> <p>An inventory of chemicals of most labs has been received</p>		
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	<p>An MSDS web based database is now available and communications have been sent to the stakeholders. Any</p>		
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	<p>longer be required to print MSDS's. Old MSDS manuals</p> <p>MSDS for 30 years.</p>		
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	<p>others are reported to the Safety and Health Specialist through Human Resources first.</p> <p>One Serious incident!</p>	<p>the Division asked that this incident</p>	
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1. Commercial Safety Program	Commercial safety program is being developed. Minutes noted that she is having discussions with JJ of M regarding same.	Minutes to report at the September meeting.	Open
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2. WHSOU Committee Structure	The committee envisions the structure of itself and its sub-committees, with the addition of a PSCA member on the committee as presented in a draft document that was emailed to committee members.	Committee carried unanimous.	Closed
	Motion to endorse the proposed structure of the committee and its subcommittees, as presented in the March 21, 2013 document and is to be reviewed in three years.		

3. Compliance Report	It was noted that a compliance report was requested from the Health and Safety Specialist in March.		Open
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4. Training Plan	This committee is developing a training plan to meet legislation compliance, including training on roles and responsibilities for managers and supervisors, workplace safety and health committee members, etc.	Training plan to be developed by the Safety and Health Specialist and will be publicized on the committee website.	Open
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K. Inspection Reports			
1. Laboratories	Other Areas Inspections (other than Labs)	Require members to participate in the inspections. 6 members are currently participating.	Open
2. General Areas / Admin Offices	<ul style="list-style-type: none"> 65 out of 92 inspections have been done. Labs continue to be inspected. After the follow-up inspections performed of BCEF are at non-compliance stage. 	These inspections to register for support of inspections can do so by	
	Alcohol found in fridges around the University is an issue. Will need to review with management.	The Senior Executive Executive talk about the issue of alcohol in the fridges in the fall.	

Inspection Reports	has not yet been received. However the inspector was committee for information.		
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CURRIE Inspection	Impressed with the improvements so far. They will return!		
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M. Other Business	The Research, Marketing, and Learning Equipment Unit to assess the training at		
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LAUREL REPSKI

(X) Print name of Employer Co-Chair

LR

LAUREL REPSKI

Signature

JAMES HANLEY

() Print Name of Worker Co-Chair

JH

JAMES HANLEY

Signature