



uOttawa

Université d'Ottawa | University of Ottawa

COMITÉ FONCTIONNEL DE LA SANTÉ ET DE LA SÉCURITÉ D'ALTA VISTA
ALTA VISTA FUNCTIONAL HEALTH AND SAFETY COMMITTEE

November 12, 2021; 14h00; TEAMS

Representation	Name	Attendance	Email
Employees appointed by and representing the deans or directors from faculties or services (2)	Michelle Emard	P	memard2@uOttawa.ca
	Dr. Marijke Taks	P	Marijke.Taks@uottawa.ca
APUO (2)	Dr. Christine Guptill	P	cguptill@uottawa.ca
	Dr. Yan Burelle	A	yburell2@uottawa.ca
APTPUO (2)	Dr. Ruth Bradley-St-Cyr	P	rbradley@uOttawa.ca
	Dr. Mohammad Rafiee	P	mrafiee@uottawa.ca
CUPE, local 2626 (2)	Kisanet Kebedom	A	kkebe061@uottawa.ca
PIPSC (1)	Sandeep Patnaik	P	spatnaik@uOttawa.ca
OSSTF (2)	Nazli Keskin	P	nazli.keskin@uottawa.ca
	Charles Mulcahy		cmulcahy@uOttawa.ca
IUOE, local 772A	Allan Hager	P	ahager@uottawa.ca
IUOE, local 772B	Vacant		N/A
NUEA (1)	Vacant		N/A
Non-voting undergraduate student (1)	Vacant		operations@uosu-seuo.com
Resource Persons			
Office of Risk Management	Graham Nelson	P	gnelson@uottawa.ca
JHSC Inspector	Robert Atkinson	P	blitz@uottawa.ca
Manager, FoM Facilities	Marie-France English	P	mf.english@uottawa.ca

P – Present, A - Absent

Co-Chairs

Management: Michelle Emard

Worker: Sandeep Patnaik

Meeting Chairperson

Michelle Emard

Secretary

Nazli Keskin

Minutes

1) Approval of agenda

Move to approve the agenda of the November 12, 2021 meeting.
Seconded and carried without dissent.

Approval of the minutes

Move to approve the minutes of the September 17, 2021.
Seconded and carried without dissent.

New committee representative announcement

The Committee welcomed Allan Hager, new IUOE local 772A representative.
All Committee members made a brief introduction.

2) Business Arising

a) Indoor air quality (HVAC / Ventilation / Filtration) | Co-Chair Michelle Emard

- i) All members were reminded that the updated briefing note regarding indoor air quality can be found in [our shared drive](#).
- ii) **Action Item:** Dr. Christine Guptill to be provided information regarding CO2 testing at RGN by November 26, 2021.

b) **Reminder to new members:** All meeting documents are uploaded to our shared drive at least 1 week in advance. All members are expected to look at the material prior to the meeting in preparation for the meeting.

c) **Inspection Volunteers:** Dr. Ruth Bradley-St-Cyr kindly volunteered to take part in the inspection in December. Date TBD.

3) Indoor air quality (HVAC / Ventilation / Filtration) | Central Facilities

a) This item was deferred to the earliest convenience of central facilities or our next meeting on January 20, 2022 as Marc-Antoine Jolie was not available to present during this time.

b) Graham shared the [slide deck](#) of the presentation prepared by central Facilities for the Committee's information.

4) Critical injury / accident / incident / occupational illness reports (Confidential) | Charles Mulcahy

a) Charles Mulcahy briefly summarized the report of incidents/accidents received as of September 2021. ([reports filed here](#))

b) No critical injuries were reported. Other injuries:

- i) A researcher in animal care was pricked by a needle at the dissection table.
- ii) One trip and fall incident.
- iii) Oil leak from an equipment in one lab caused by operator.

iv) **Major incident:** Gas leak at RGN 4th floor at the Faculty of Medicine

- (1) There was a 13-hour gas leak as a learner accidentally left the Bunsen burner on and forgot to turn it off.
- (2) This laboratory did not have a fume hood which caused future complications.
- (3) Protection services was taking part in a Fire Watch activity and was not physically present at the time.
- (4) Follow-ups and reminders were circulated across RGN to ensure that such incidents do not reproduce

- (5) **Action Item:** Dr. Taks indicated that she did not receive a notification email regarding the gas leak at RGN. Charles Mulcahy to touch base with Dr. Taks' office to ensure he has the most up-to-date emails concerning the Faculty of Health Sciences.
- v) **Lab Behavior:** Charles voiced his concerns regarding chemical waste ending up in biohazard bags and being put in autoclaves. The autoclave on the 4th floor in RGN had to be shut down twice due to gas. Reminders were circulated to the lab occupants of the Alta Vista campus.

5) Inspections

- a) **Key Findings | Charles Mulcahy / Bob Atkinson :**
 - i) The last inspection took place on November 2, 2021 and labs belonging to five professors around RGN 2117 in Health Sciences were inspected, along with several external rooms.
 - ii) There was improper labeling of some chemical containers.
 - iii) Many items were left on the floors causing clustering and material incompatibilities (e.g. flammables cannot be placed next to corrosives)
 - iv) Eyewash stations require more efficient inspections, ensuring tags are in place. The Alta Vista Health and Safety function led by Charles and his team are now in the process of aligning eyewash inspections with that of central.
 - v) Fire extinguishers placed on the floors and will need to be placed on new brackets on walls.
 - vi) All inspections reports can be found on our [shared drive](#) once complete.
- b) **Lab Inspection Audit Report | Michelle Emard :**
 - i) Michelle briefly reviewed the recommendations and Management Action Plan found on pg 16 of the [Lab Inspection Audit Report](#) which was prepared in May 2021 and provided a status update regarding activities related to the Alta Vista campus.
 - ii) This report was submitted to the Audit Committee and discussed with the faculties and deans.
 - iii) Graham noted that they were centrally coordinating the workplan on the recommendations and have completed Recommendation 4 and are currently working on Recommendation 2 of the report.
 - iv) **Action Item:** Dr. Taks will inquire with the Faculty of Health Sciences regarding a training framework for lab health and safety. (Recommendation 7) This recommendation is currently met by the Faculty of Medicine.
 - v) **Standing Action Item:** This Committee will continue to track our progress or any changes against these listed recommendations during subsequent meetings and will revisit on a semi-annual or annual basis as appropriate.

6) New Business

- a) **Lifting of certain COVID measures in facilities as directed by CRTF | Michelle Emard, Marie-France English**
 - i) Michelle briefly summarized the table that was circulated by central administration regarding the lifting of certain occupancy limits. The table can be found on our [shared drive](#).
 - ii) There are no longer occupancy limits from a Facilities standpoint. However, procedural masks continue to be a requirement when indoors as well as keeping 2m distancing.
 - iii) The one-way directional signs and occupancy signage are in the process of being removed at the Alta Vista campus.
 - iv) Furniture previously removed in certain areas will be returned or reinstalled.
 - v) **Action Item:** Marie-France to provide an update at the next meeting regarding Facilities re-integration at the Alta Vista campus.
 - vi) Dr. Guptill expressed her objection to lifting of occupancy limits at uOttawa at this time as:
 - (1) the cases seem to increase each time measures are removed;

- (2) a large proportion of the population have not yet been vaccinated (those under age 12), and
- (3) in particular, our proximity to CHEO.
- b) **Tracing and addressing positive COVID-19 cases | Michelle Emard**
 - i) This item was deferred to the next meeting on January 20, 2022.
- c) **TOH-CHEO COVID booster vaccination clinic | Michelle Emard**
 - i) The hospitals approached both the Faculty of Medicine and the Faculty of Health Sciences to use the Atrium and adjoining classrooms as a COVID-19 booster clinic. It is predominantly for health care professionals and immediate family members who meet certain eligibility criteria.
 - ii) Our clinical learners will be eligible to attend the clinic providing they meet the timing which is 6 months and 14 days from your last vaccine.
 - iii) The clinic will run from Monday, November the 15th until mid-January.
- d) **Review composition of RGN/PMC Emergency Evacuation Team | Charles Mulcahy**
 - i) This item was deferred to the next meeting on January 20, 2022.
- e) **RGN Scent Policy | Charles Mulcahy**
 - i) This item was deferred to the next meeting on January 20, 2022.

Summary of Action Items:

1. **Action Item:** Dr. Taks indicated that she did not receive a notification email regarding the gas leak at RGN. Charles Mulcahy to touch base with Dr. Taks’ office to ensure Charles has the most up-to-date emails concerning the Faculty of Health Sciences.
2. **Action Item:** Dr. Taks will inquire with the Faculty of Health Sciences regarding a training framework for lab health and safety. (Recommendation 7) This recommendation is currently being met by the Faculty of Medicine.
3. **Standing Action Item:** This Committee will continue to track our progress or any changes against these listed recommendations during subsequent meetings and will revisit on a semi-annual or annual basis as appropriate.
4. **Action Item:** Marie-France to provide an update at the next meeting regarding Facilities re-integration at the Alta Vista campus.

Meeting concluded. Adjourned at 3:02 pm.

Next meeting: January 20, 2022, 2:00 – 3:00 pm.

Signatures

Sandeep Patnaik

Worker Co-Chair: _____ Date: 2021-11-30

Sandeep Patnaik

M. Emard

Management Co-Chair: _____ Date: 2021-11-30

Michelle Emard