# Functional Health and Safety Committee for Laboratory

**Representation**

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**CUPE, local 2626 (3)**

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**PIPSC (1)**

| Alain Le Hénaiff                  | X | lehenaiff@eecs.uottawa.ca |

**OSSTF (3)**

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**Non-unionized group (1)**

| Vacant                            | - | N/A                    |

**Non-voting undergraduate student (1)**

| Vacant                            | - | yp.communications@sfuo.ca|

## Resource Persons

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<th>Office of Risk Management</th>
<th>Graham Nelson</th>
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**Chairperson:** Patrick D’Aoust  
**Secretary:** Vacant

### Additional Distribution
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COMITÉ FONCTIONNEL DE LA SANTÉ ET DE LA SÉCURITÉ AU LABORATOIRE
FUNCTIONAL HEALTH AND SAFETY COMMITTEE FOR LABORATORY

November 25, 2020; 13h30; via Teams

MINUTES

1. New member introduction (as applicable)
2. Approval of agenda
   • (motion by Alain, seconded by James and Nada)
3. Approval of the minutes from September 2, 2020
   • (motion by Alain, seconded James)
4. Matters arising from the minutes of September 2, 2020
   • Update on ARC alarm panel issues.
     i. Yet to be connected, issues with knowing where the alarm signal should go, meeting was supposed to go forward recently but was postponed. Should have a new meeting shortly, and Graham is hopeful to have an answer shortly (by next meeting).
   • Update on response from Faculty of Science (low WHMIS 2015 chemical labelling compliance numbers).
     i. Response received, revisited the matter with the HSRM and assistant, Alex will be in contact with Scott D. (ORM) to hire summer students to update the chemical inventory, and update the labelling of the chemicals/containers that need updating to their labelling.
     ii. HSRM and CAO advised that this is now a compliance issue and no longer only a transition issue.
     iii. Q: (Nada) – now that we are passed a transition phase, who will oversee hiring the students/people doing the labelling? Graham asks Scott D. to see if they’ve heard anything about this at the ORM. Scott mentions that he hasn’t heard anything yet, but he knows that students are often hired for these tasks. Some members believe that there might be better ways of doing this than hiring students centrally and having them relabel the containers. PIs could potentially take ownership for products in their labs and apply labels as required.
     iv. Q: (Alain) – Do we know what proportion of the labels that were picked up have been applied?
        A: Status to date has not moved further than the previous 1% (earlier this year).
     v. It appears there is currently no verification regarding the application of the labels, and as such this may cause the hired students’ job that much more difficult.
     vi. Q: (Alain) – Is the hiring of students more of a stop-gap measure more than anything else? A: It is now a matter of non-compliance, as the transition ended in November 2018. The HSRM and CAO are aware, and the ball is in science’s court now. The plan presented is their plan to resolve the issue.
     vii. The labs have been opened for a while and we have to be careful to use the explanation that the pandemic is present to excuse the delay/non-compliance.
     viii. Proposal: committee will set a deadline of XX.XX.XXX to review progress? Do we make a recommendation?
     ix. Q: (Alain) – if help of labelling of hazardous material is only done in Science, does this mean that no help will be available for Engineering and Medicine? A: Graham – Engineering is complete, and Medicine is ~85% complete.
     x. Q: (James) – could we not look at a database of what has been ordered and ask the PI to either comply, or destroy/dispose of old products which are not in compliance? A: We know where the chemicals are. The PI have already been made aware, and faculties know as well.
    xi. The stick approach may be the only one that will work, the carrot approach seems to not work.
    xii. The committee will recommend that a letter to the Dean and CAO to provide a plan of action on how to address this issue will be sent, with a date of response by next meeting date (date to be determined).
• Designated substances program update - Program clarified language regarding medical surveillance
i. Silica program
   1. 
   2. Silica program is now in the late stages of development.
   3. Once done, it will be communicated to faculties and facilities.

5. Presentation by Risk Management
   • Lab safety training update
     i. Since last meeting in September, the online Lab Safety Training was launched on Aug 5th 2020.
        At 8 weeks (2 month), it was the 7th highest program/workshop in terms of completion rate in a
        single calendar month since 2012. As a result, this has reallocated resources in faculties,
        resulting in savings of 210+ hours in terms of teaching, people-hours.

6. Critical injury / accident / incident / occupational illness reports
   • Because of the pandemic, mostly situations involving injuries or exposures to persons on placements
     (may have come in contact with patients with communicable illnesses). Small injuries (cuts, abrasions,
     needle pricks, etc.)
   • Cases projected to be down significantly in 2020, expected to be a result of reduced presence on
     campus.
   • May be underreported (Office cases?) due to injuries occurring at home being not reported.
     Anecdotally, there have been a handful of reports of incidents occurring in worker’s personal
     residences. Incident reporting comments have been a frequent item in the Gazette of late
   • At the Central Committee, it was questioned the fact that placements (in a hospital) would be reported
     by the hospitals, and technically should not be counted for uO reports. uOttawa still has a requirement
     for paperwork (students), but in terms of who owns the hazard, its correct that it’s not the University of
     Ottawa that owns it in these cases. The rationale for sending the info to the community is because the
     people are students from uOttawa. Going forward, reports will focus on situations at uOttawa.

7. University Joint Occupational Health and Safety Committee
   • Terms of reference
     i. Implementation of terms of reference has been arduous. To implement, there needs some
        formalizing of the committee members and people in this group should have their unions
        nominate members. Best way to proceed – don’t change membership? But would require
        reconfirmation from unions.
     ii. Current members will have to have their union approve them as members.
     iii. Numerous efforts made to date to have confirmation of members (workers and management).

    • Several points raised especially due to COVID-19. Reviewed the need for masks, need to be 3 plies, with
      a woven interlayer.
    • Facilities have managed to upgrade (where it could be done) the filters in building and increase the
      humidity levels to increase the settling of particles in air.
    • Different approaches are taken around the world – cordon off campus, increased screening for PPE, etc.
    • Friel residence is now in the hands of the City of Ottawa to house homeless or people that are in too
      cramped environments and that need to isolate.
    • New testing center for COVID-19 at Lees: stated that vaccination clinic was well attended (flu). The
      University has been asked by the province to provide an inventory of the cryo-freezers on campus.
    • Last meeting also covered the orientation workshop for the University of Ottawa hearing conservation
      program: https://web47.ualberta.ca/en/lrs/node/37158
    • Also covered policy 18 which may be taken out/phased-out due to content being covered elsewhere
      already.

8. Inspections
   • Progress to date
     i. Started consolidating inspections, including those done by HS committees, facility managers,
        HSRMs and ORM.
     ii. Still no inspector – job posting and hiring process delayed due to administrative matters (below).
     iii. A certain number of spaces that have been inspected by Joint Health & Safety representatives.
         Focus is currently on occupied lab spaces.
iv. Inspections are being scheduled with facilities and HSRMs. Members on campus are invited to participate in this process by contacting Graham or ORM.

v. Point raised: Terms of reference are hinged on this position, and the hiring process is currently delayed due to audit going on at the ORM right now.

9. Upcoming training sessions (fees may apply: https://web17.uottawa.ca/av/hrs)
   - Working at Heights – November 18 and November 25

10. Other / New Business
    - Noise level assessment – 100 LRR
      i. Request from the Department of Visual Arts to understand noise levels from certain equipment. The Department is looking to reorganize their workshop and wanted to know if certain equipment could be located in certain places. Brief results provided, very loud pieces of equipment (93 dB – panel saw). Most of the other results were in the 70 dB range – i.e. reasonable, nonetheless hearing protection available on site and orientation session available online for users.
    
    - Autoclave safety training
      i. Workshop was given a facelift and will be launched as an online workshop, to be rolled out shortly.
    
    - Certified members
      i. The university needs to get more certified members (2-part training). The University will pay for the training (relatively lengthy training – 4.5 days total). Any interested personnel should declare their interest to their union and ORM.
    
    - Air quality in Thompson building
      i. The air quality has deteriorated in the last couple years, and member asks: is there a method/pathway to request assessment of air quality on campus? In Thompson there seems to be complaints due to bad air quality.
      ii. If complaints/issues are witnessed, issues should be raised to supervisor and facilities members appropriate for the location/building.
      iv. FYI: Thompson building is pretty old (1972). Might be a problem in air circulation.
      v. Member was suggested to report the matter to their facilities management group.

Meetings for 2020
March 4, 2020
April 29, 2020
September 2, 2020
November 25, 2020

Meetings for 2021
January 27, 2021
Next dates to be determined.

Meeting adjourned at 3:30 pm.

Signatures

Worker Co-Chair: **Patrick M. D’Aoust** Date: **Jan 21st, 2021**
Patrick D’Aoust

Management Co-Chair: **Nada Nagy** Date: **Nov 26, 2020**
Nada Nagy