

University Radiation Safety Committee Meeting
April 17, 2013
9:30 a.m. – 11:00 a.m.
Geography's Board Room, SN2000

Present:

Dr. Donald McKay, Chair of Committee, Faculty of Medicine
Dr. Janet Brunton, Co-chair, Department of Biochemistry
Dr. William Driedzic, Ocean Sciences Centre (OSC)
Dr. Jules Doré, Faculty of Medicine
Dr. Noriko Daneshtalab, School of Pharmacy
Dr. Edward Kendall, Faculty of Medicine
Mr. Rod Hobbs, Radiation Safety Officer, Dept. of Health & Safety
Mr. Darryl Pike, Faculty of Engineering and Applied Sciences
Mr. Dion Bennett, Faculty of Science
Dr. Chris Deacon, Dept. of Physics & Physical Oceanography
Mr. Phil Smith, Assistant Manager, Campus Enforcement & Patrol
Ms. Louise Green, Dept. of Health & Safety, Recording Secretary

Apologies: Ms. Sheila Miller, Ms. Judy Perry, Ms. Cynthia Whelan

1) Courtesies/Regrets/Conflicts of Interest – All members were welcomed with a brief round table introduction.

2) Approval of Agenda

Approved: Dr. J. Doré and D. Bennett

3) Approval of the Minutes – March 7, 2013

Dr. McKay noted errors in spelling of his last name – s/b McKay

Page 2 - Spelling error under Approved by RSO – item 2 – last name s/b Benkaroun

Page 4 – 3rd last question – Dr McKay noted that he would like to change the wording to reflect --
The committee will recommend to the VP (Admin & Finance) that a subgroup comprised of Dr. Kendall and R. Hobbs get together with Eastern Health

Approved with changes – Drs. Brunton and Doré

4) Report from the Radiation Safety Officer- Rod Hobbs

a) Activity Report – See attached “A”

i) HSMS – Mr. Hobbs noted it was a slow month due to holidays of various key players. A suite of reports has been developed and they have been customized to his liking.

Dr. Doré asked - the laser safety program is this on all or any laser on campus? Mr. Hobbs said initially they will start with getting a complete inventory first to see what we have. We will only be concerned with the higher level class 2 or above.

b) Permit Activity

i) New Permit(s) - None

ii) Renewals:

Dr. William Driedzic – RUP-LB-124 – Received Mar 5 2013. No changes from previous permit. RSO change of AX-4009 from EQ to EQ – intermittent use. Approvals from Brunton, Chen, Doré, Deacon, McKay, Pike. Renewed until March 31 2015.

Dr. Driedzic was asked to refrain from voting on this motion.

Approved by: Mr. Hobbs and seconded by Dr. Brunton

iii) Amendments:

Approved by committee via email

Dr. Mani Larijani – addition of H-5347 (LSC room). Approvals from Doré, Driedzic, Brunton, Kendall, Chen and McKay. Approved April 10 2013.

Approved by: Dr. Doré and seconded by Dr. Brunton

c) Commissioned/Re-commissioned Laboratories

Drs. Janet Brunton and Robert Bertolo – BT-1028 and BT-1004 (intermittent use facilities).
March 27 2013.

Laboratory Inspections completed

1. Mr. Rod Hobbs - SN-1108, H-1215 (RAM storage – decay rooms)
 - i. No non-compliances
2. Dr. Richard Rivkin – AX-3010, AX-4019
 - i. No non-compliances
3. Dr. William Driedzic – AX-4002, AX-4016, AX-4019
 - i. No non-compliances
4. Dr. Douglas Forbes – AS-3033
 - i. Two minor non-compliances (addressed during inspection)

d) Decommissioned Laboratories – None

e) Other Matters or Incidents – One incident regarding two rooms (BT-1028 & BT-1004). An employee with Animal Care gave the ok to two FM plumbers to enter the room before becoming official decommissioned. Mr. Hobbs contacted CNSC about the incident. However, the room was technically decommissioned as all procedures were followed and CNSC agreed it was just a procedural issue. These issues will be addressed in the Laboratory Safety Awareness course that we will be implementing. One of our requirements for our license renewal in the fall is that we develop this course for everyone that will be entering a radioisotope lab.

Discussion took place on why this happened and the resolution to this, so it won't happen again. Mr. Hobbs noted that Dr. Keyte has been advised of this incident by phone and will send a letter in writing to advise the importance of informing all contractors of future limitations on entering these labs. Mr. Hobbs will also follow-up on a form for all contractors to sign before entering these labs.

Action: Mr. Hobbs

Dr. Daneshtalab noted that she receives reports on renovations that are taking place and that she will forward these on to Mr. Hobbs for his information.

Action: Dr. Daneshtalab

5) Terms of Reference (TOR)

Dr. McKay to follow-up for next meeting.

Action: Dr. McKay

6) Review of other 'actionable' items from Minutes

Item 4F – Addressed

Item 4F – Addressed by email – option to add to HSMS – not completed yet

Item 4F – Letters have been sent to VP (Admin & Fin)

7) Eastern Health Initiative – Dr. E. Kendall

Dr. McKay noted that Dr. Kendall had promptly supplied the information on the Eastern Health initiative to Dr. McKay for submission to VP (Admin & Fin).

Action: Dr. McKay to submit to VP (Admin. & Fin)

8) Other Business

Mr. Pike asked if a meeting could be arranged for the committee to review the various fields of the modules. Mr. Hobbs to contact Onsite to see what templates they would have available.

Action: Mr. Hobbs (I can do this tutorial)

Dr. McKay noted that he will be resigning from this committee due to the number of obligations that he holds at this time. This committee is a model for how universities committees should work and a huge gratitude to Mr. Hobbs for his attention to detail in the way we are functioning and in the way that we told CNSC we would.

9) Adjournment and next meeting.

Next meeting to be held in Fall 2013.

Meeting adjourned.



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Donald W. McKay
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Donald W. McKay, Chair



Louise Green, Recording Secretary

Appendix A

Since our last meeting, I attended the International Laser Safety Conference hosted by the Laser Institute of America in Orlando Florida. This was an introduction to laser safety for myself, and the intent was to learn about laser safety program administration for implementation at MUN. I now have a number of resources which will aid me in developing a laser safety program for MUN.

The first round of radioisotope laboratory inspections has commenced and no major non-compliances have been observed. My intent is to complete the first round of inspections for all permit holders by July 2013.



Rod Hobbs, M.Sc., Ph.D (c)
Radiation & Bio-safety Control Officer
Department of Health and Safety
Memorial University of Newfoundland