

University Radiation Safety Committee Meeting
April 3, 2012
12:00 noon – 1:30 p.m.
Geography Boardroom, SN2000

Present:

Dr. Donald McKay, Chair of Committee, Faculty of Medicine
Dr. William Driedzic, Ocean Sciences Centre (OSC)
Dr. Janet Brunton, Department of Biochemistry
Dr. Jules Doré, Faculty of Medicine
Mr. Rod Hobbs, Radiation Safety Officer, Dept. of Health & Safety
Ms. Judy Perry, Marine Institute
Mr. Darryl Pike, Faculty of Engineering and Applied Sciences
Ms. Louise Green, Dept. of Health & Safety, Recording Secretary

Apologies: Drs. Chris Deacon, Bing Chen, Ms. Sheila Miller, Mr. Matthew Nosworthy, Mr. Phil Smith, and Mr. Dion Bennett

- 1) **Courtesies/Regrets/Conflicts of Interest** – all members were welcomed. Apologies were noted as listed above. No conflicts reported, but the chair encouraged members to bring conflicts forward should they arise during the meeting.

- 2) **Approval of Agenda**
Under Item 5 add – 5B Membership – Tier 1
Approved by Dr. Driedzic and seconded by Dr. Brunton

- 3) **Approval of the Minutes - February 16, 2012 meeting**
Item # 5 – Remove ‘Interim’ from heading
Approved with changes - Dr. Brunton and seconded by Mr. Pike

- 4) **Report from the Interim Radiation Safety Officer- Rod Hobbs**
 - a) **Activity Report** – See attached “A”
 - b) **New Permits** – None
 - c) **Decommissioning Activities** – One lab was decommissioned: Dr. Brunton BT1028 (BL Surgery room)
 - d) **Permit amendments** - None
 - e) **Permit Renewal Applications**
 - 1) Dr. Daniel MacPhee – No changes. RSO sent application along with my recommendation to renew to all tier II members. Received acceptance from Doré, Pike, Driedzic, Chen, Brunton, McKay and Deacon. New permit sent to PI Feb 27 2012
Moved by Dr. Doré and seconded by Mr. Pike
 - 2) Dr. John Brosnan – Removal of room BT-1006. RSO sent application with recommendation to renew to all tier II members. Received acceptance from Chen, Pike, McKay, Doré and Driedzic. No reply from Drs. Deacon or Brunton. New permit sent to PI April 3 2012.
Moved by Drs. Brunton and Doré

Mr. Hobbs submitted two forms for discussion

- 1) **Reinstatement of Decommissioned Location Request Form**

A brief discussion took place on the Reinstatement of Decommissioned Location Request form. We need to minimize paperwork and have a safe process when rooms are not in use - how do we make the process easy for decommissioning – have a simple form that requires information that will take only a few minutes to complete.

The Committee agreed to accept a MUN email as equivalent as a signature in this circumstance.

Mr. Hobbs will circulate a revised version of the form with noted changes and modify for electronic completion.

Approved in principal upon changes to be ratified in final form at next meeting.

2) Permit Amendment Request Form

A few comments were noted for improving the form. Mr. Hobbs will circulate a revised version for final approval.

Approved in principal upon changes to be ratified in final form at next meeting.

f) Other Matters or Incidents – None

5) Other items from Minutes – February 16, 2012

A) Radioactive Waste Disposal Costs – R. Hobbs

Mr. Hobbs gave an overview and noted that we didn't get a definitive answer from CNSC on disposal. The disposal limits of Tritium and C14 are going down and once we renew our licence in the fall we will have to pay for disposal of this waste. Under our current license we can dispose of this now in municipal landfills or sewers. The disposal cost will then be taken on by permit holders.

Dr. Doré asked about scintillation vials? Mr. Hobbs noted that he is looking into this and they are classified as hazardous waste. They are currently disposed of through external contractors.

Mr. Hobbs to send a letter to all PI's advising them of the following changes as these are operational matters: disposal limits, cost and permits will have to be modified.

Action: Mr. Hobbs to send out letter

B) Membership – Tier 1

Dr. McKay noted that this was discussed at our last meeting under Item 8 and noted at the University Health & Safety committee of which he is a member - they want us to include a member from Operations & Maintenance on our Tier 1 committee. Dr. McKay suggested that we add under item 5 – Operations & Maintenance to the membership. This will need to be approved by Mr. Decker's office.

Moved by Dr. Brunton and seconded by Ms. Perry

6) Report on Policy Update – Temporary Storage – R. Hobbs

An environmental scan was conducted to understand the protocol for radioactive waste disposal at major universities in Canada. 12 university RSOs were contacted and asked of the fate of radioactive waste at their facility. Responses have been received from the following to date:

1. Patrick Harder, RSO, U of Calgary
 - a. Waste picked up, decayed and disposed by RSO
2. Sandu Sonoc, RSO, U of Toronto

- a. Waste segregated by half-life: long lived disposed externally, short half-life picked up, decayed and disposed of by RSO
3. Melissa Michaud, RSO, Dalhousie
 - a. All considered anatomical (\$)
4. Valerie Phelan, RSO, Ryerson
 - a. All waste is decayed in user's lab, sampled by RSO and disposed
5. Carl Schumaker, RSO, U of Calgary
 - a. Waste picked up, decayed and disposed by RSO
6. Ali Shoushtarian, RSO, U of Ottawa
 - a. Waste picked up, decayed and disposed by RSO

Consensus: The majority of RSO's that responded are responsible for waste pick-up from laboratories. This waste is stored in dedicated decay areas/rooms until they are deemed non-radioactive.

General discussion took place on this and as this is an operational issue, Mr. Hobbs will continue with what he is doing for the moment.

7) Review of other "actionable" items from Minutes

Item 3 & 7 (a) – Communication to all PI's – thank you letters were sent out but did not include database training as previously indicated. Mr. Downey is temporarily replacing Ms. McLoughlin during her leave. Mr. Downey advised that he don't have the precise details confirmed with regards to the training module, dates, etc. once its finalized it will be communicated to all PI's.

Mr. Hobbs to arrange demo viewing with all PI's .

Action: Ms. Green to arrange dates

Item 5 (F) – Other Matters or Incidents

i) – Disposal Costs - Defer to next meeting. - **Action:** Ms. Miller

Item 7 (d) – Other Matters - Defer to next meeting - **Action:** Ms. Miller

Item 8 – Tier 1 Representatives – Dr. McKay noted that people have been identified for the Tier 1 committee and appointment letters have been sent out except for Grenfell Campus. Dr. McKay has spoken with Mr. Decker on the propose change to "Terms of Reference".

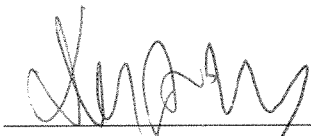
8) Other Business - COMMUNICATOR item – Dr. McKay

Dr. McKay gave an interview to the COMMUNICATOR with focus on health & safety being a top priority. This was a good opportunity for free publicity to the University Committee.

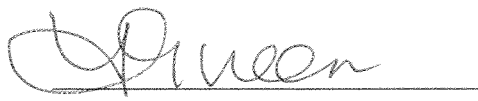
9) Adjournment and next meeting.

It was noted that the committee had fulfilled it six meetings. The next meeting will be held in the Fall 2012.

Meeting adjourned.



Donald W. McKay, Chair



Louise Green, Recording Secretary

Appendix A

RSO Report to Radiation Safety Committee, April 4, 2012

Since our last meeting, I have been continuing my effort to complete laboratory inspections of all RUP holders. At my current rate of 3-5 laboratories per week, I am scheduled to complete primary inspections on all authorized locations by the end of April. In addition, I have completed post-inspection visits on a number of laboratories, with the primary intention of ensuring non-compliances identified during the primary inspection were resolved, and if not, to provide a second notice of actions required. To date, no major issues have arisen during the course of my inspections, and as indicated in my accompanying report, the majority of non-compliances identified have been resolved. As previously indicated, my intention is to complete semi-annual inspections for all permit holders.

I recently completed x-ray safety officer training through the Radiation Safety Institute of Canada and will begin to inventory all x-ray equipment at the University.

I have developed two new forms to ease the process of applying for permit amendments and reinstatement after decommissioning. I am requesting input from the committee on these forms.

Organizing and inventory of decay rooms have been completed and the majority of waste has decayed and is ready for disposal. A draft disposal protocol will be discussed at this meeting.



Rod Hobbs, M.Sc.
Radiation & Biosafety Control Officer
Department of Health and Safety
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