

University Radiation Control Committee Meeting
July 7, 2011
9:30 a.m.-11:00 a.m.
Geography's Boardroom, SN2000

Present:

Dr. Donald McKay, Chair of Committee, Faculty of Medicine
Ms. Shelia Miller, Director, Dept. of Health and Safety
Mr. Donald Wood, Radiation/Biosafety Officer, Dept. of Health and Safety
Mr. Dion Bennett, Faculty of Science
Mr. Darryl Pike, Faculty of Engineering and Applied Sciences
Dr. Bing Chen, Faculty of Engineering and Applied Sciences
Dr. Chris Deacon, Dept. of Physics and Physical Oceanography
Dr. Janet Brunton, Dept. of Biochemistry
Dr. Jules Doré, Faculty of Medicine
Dr. William Driedzic, OSC

Apologies: Donna Lawes, Facilities Management

- 1) Courtesies/Regrets/Conflicts of Interest - None
- 2) Approval of Agenda
Dr. Driedzic added to Agenda Item 6 (committee membership)
Amended Agenda approved by Drs. Brunton and Dore.
- 3) Approval of the minutes from the May 30, 2011 meeting
Approved by Mr. D. Pike and Dr. J. Brunton
Approval of the minutes from the December 15, 2010 meeting - Deferred until next meeting
- 4) Report from the Radiation Safety Officer- D. Wood
 - a) New permits
Dr. R. Brown: The RSO reported that all requirements for the permit are in place (i.e., floors, cabinets, spill kits and written procedures), and recommended the approval of the permit.

Some concerns had been expressed by Committee members regarding decontamination procedures proposed in the permit application. Mr. Wood had contacted the Biosafety Committee and Health Canada on the expressed virus being transfected on cells. Mr. Wood reported that Health Canada recommends a case by case review; but generally recommended bleach.

MOTION: Approve Dr. Brown's permit moved by Dr. Driedzic and seconded by Dr. Chen.

After further discussion on the issue of creating more radioactive waste in the process of decontamination, the Committee approved Dr. Brown's permit and that disposal of cells be achieved in a manner consistent with the current biosafety practice.

- b) Decommissioning Activities
Dr. T. Michalak's Lab – He is no longer using tritium, but is still using ³²p.

Dr. M. Brosnan's Lab – will be decommissioning her lab next week, as she has not used radioisotopes in five (5) years.

c) Other Matters or Incidents

Mr. Wood noted that he picked up uranium samples (acetate samples) for disposal.

Mr. Wood noted there will be a change in our licence as it currently captures a ^{137}Cs as a sealed source when it should have been noted as ^{137}Cs device.

Mr. Wood noted that the CNSC recommended strongly that the RSO be the point person for all disposals for tracking purposes.

Ms. Miller noted the need to develop a procedure around disposal of waste for tracking purposes. Currently, our inventories are not matching up with the Rutherford database. The RSO needs to be kept informed of all waste disposals for tracking purposes. This will be communicated when we develop our manual.

Discussion took place on the Rutherford System and issues with disposal and password expiry. The Committee discussed the need for the RSO to be informed of disposals, so that the actual amount of waste could be documented to confirm that MUN was within the disposal limits of our license.

Motion: That the RSO must be notified of the type, amount and means of radioactive disposal before users are authorized to dispose of radioactive materials. Moved by Dr. Doré and seconded by Dr. Deacon. Approved.

Action: Ms. Miller to draft letter to send to Dr. McKay for circulation to all Permit Holders on the notification of process for disposal.

5) Report on Policy update – D. McKay

- a) Radiation Safety Manual Update – Dr. McKay noted that we are waiting to hear back from CNSC. However, Ms. Miller noted she received some comments from CNSC with a few updates that will need to be made to the manual, such as forms that we will be using. These forms are currently being updated and developed to go with the program.

Dr. McKay noted receipt of Mr. Wood's comments regarding the manual.

- b) Communication Plan – S. Miller

Ms. Miller is going to start training sessions with all permit holders and users around the new program. This will commence in the middle of August.

- c) Visit from CNSC – Update

Ms. Miller gave an update from the June 7-8, 2011 visit by CNSC as a follow-up inspection from their audit of 2009.

Ms. Miller reviewed the three (3) Type II inspection findings that were received from CNSC which outlined the Inspection Summary, Completed Type II Inspection Worksheet and a copy of the hand written indexed report given on site (circulated at this meeting for review). It was noted that these copies are unofficial and originals will be sent in the mail. No copies were removed from the meeting. Ms. Miller did note that she had redacted the reports to remove any identities of the PI's involved.

Ms. Miller gave a PowerPoint overview of the CNSC Inspection that took place and highlighted their findings to share with the committee for discussion. The PowerPoint presentation and notes are available for review, upon request.

Ms. Miller requested from CNSC a history of all inspections that have taken place at MUN. Ms. Miller noted that MUN had ongoing non-compliance issues dating back to 2006.

ACTION: Ms. Miller to circulate the CNSC history to the committee

Ms. Miller noted that Mr. Decker, VP (Administration and Finance) needs to file a response to the Director General within 12 days of the date of this letter email dated July 5, 2011 by July 18, 2011. MUN needs to respond back on the non-compliance report by July 27, 2011 of its plans and schedule to remediate the situation. Ms. Miller also noted that CNSC will be back to visit within six months. No date or time for the visit has been scheduled.

Dr. Chen asked how MUN rated across other universities.

ACTION: Ms. Miller to ask CNSC how we rate against other universities

Dr. McKay noted he has concerns around the comment that internal permit holders appear to have an inadequate knowledge of policies and legislation. The Committee discussed the possible use of a quiz.

Mr. Wood noted he is getting concerns back from PI's on reclassification of their labs (basic or intermediate). Dr. McKay noted that Mr. Wood needs to provide monthly reports to the committee if PI's are not non-compliant. Mr. Wood also noted issues around workers list not being not updated or provided to RSO and access to labs (security issues – doors left open and unauthorized workers).

ACTION: Mr. Wood to provide monthly reports to committee on non-compliance issues of PI's.

Ms. Miller suggested that we could arrange a webinar from Onsite to show what the new database can provide.

ACTION: Ms. Miller to arrange a webinar

Ms. Miller would like the committee's thought on sharing this information with all of our PI's, due to transparency and accountability. Ms. Miller also noted that MUNFA also requested a copy of these worksheets from CNSC, with information redacted.

Discussion took place on how readily available this document should be circulated. It was noted that the PowerPoint presentation could be sent out to all PI's.

ACTION: Ms. Miller to check with CNSC to see if they classify this as a restricted document before circulation to various committees.

Dr. McKay suggested that all comments from this committee be sent to Ms. Miller by email to be incorporated into the response by Mr. Kent Decker to response to CNSC before July 18, 2011.

ACTION: URCC Committee to send comments to Ms. Miller

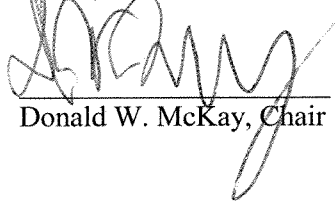
- 6) Review of other "actionable" items from Minutes
 - a) Committee membership – Ms. Miller to follow-up with Mr. Decker on committee membership status.

ACTION: Ms. Miller to contact Mr. Decker


7) Other business – none

8) Adjournment and next meeting. Next meeting to be arranged for the week of July 18th, 2011.

Meeting adjourned.



Donald W. McKay, Chair



Louise Green, Recording Secretary