

University Radiation Safety Committee Meeting  
March 7, 2013  
2:00 – 3:30 p.m.  
Geography's Board Room, SN2000

**Present:**

Dr. Donald McKay, Chair of Committee, Faculty of Medicine  
Dr. Janet Brunton, 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  
Ms. Louise Green, Dept. of Health & Safety, Recording Secretary

**Apologies:** Dr. Chen, Ms. Judy Perry, Mr. Matthew Nosworthy and Ms. Sheila Miller

**1) Courtesies/Regrets/Conflicts of Interest** – All members were welcomed with a brief round table introduction. Conflicts were noted with Drs. Doré and Brunton, who will not be voting on specific reports that involve them.

**2) Approval of Agenda**

An agenda item was added under Item 6 – Other Business – 6.1 Membership Committee

An agenda Item 7 was added - Eastern Health Initiative – Dr. E. Kendall

**Approved:** Drs. Kendall and Doré

**3) Approval of the Minutes - April 3, 2012**

Two spelling errors were noted – under Present: Noiko s/b Noriko and Kendell s/b Kendall

**Approved with changes** – Dr. Kendall and seconded by Dr. Doré

**4) Report from the Radiation Safety Officer- Rod Hobbs**

**a) Activity Report** – See attached “A”

**b) Permit Activity**

i) New Permit(s) - None

ii) Renewals:

1. Drs. Robert Bertolo and Janet Brunton – RUP-BC-130. Received Nov 29 2012. No changes from previous permit. Approvals from Driedzic, Chen, Doré, Deacon, McKay, Pike. Renewed until Dec 31 2014.

**Approved** – Dr. Driedzic and Mr. Pike

2. Dr. Kenneth Kao – RUP-MB-109. Received Jan 18 2013. Addition of H-5347. Approvals from Driedzic, Chen, Doré, Deacon, McKay, Pike, Brunton. Renewed until Jan 31 2015.

**Approved** – Dr. Doré and Mr. Pike

3. Dr. Christopher Deacon – RUP-PH-96. Received Jan 26 2013. No changes from previous permit. Approvals from Chen, Doré, Pike, Brunton, McKay, Driedzic.

**Approved** – Dr. Kendall and Mr. Pike

4. Dr. Gary Paterno – RUP-MB-98. No changes from previous permit. Approvals from Driedzic, Chen, Doré, Deacon, McKay, Pike, Brunton. Renewed until Jan 31 2015.

**Approved** – Drs. Doré and Kendall

5. Dr. Laura Gillespie – RUP-MB-97. No changes from previous permit. Approvals from Driedzic, Chen, Doré, Deacon, McKay, Pike, Brunton. Renewed until Jan 31 2015.

**Approved** - Mr. Pike and Dr. Kendall

iii) Amendments:

Approved by committee via email

1. Dr. Jules Doré – Feb 5 2013 – Locations – removal of H-5314, addition of H-5329 and H-5336. Room addition approved by Driedzic, Chen, Deacon, Brunton, Pike and McKay Feb 28 2013. Decommissioning of H-5314 completed Mar 1 2013.

**Approved** – Dr. Kendall and Mr. Pike

Approved by RSO

1. Dr. Helene Paradis – Dec 19 2012 – Personnel – Addition of Nicole Babichuk and Simran Arora.
2. Dr. Mani Larijani – Feb 14 2013 – Personnel – Removal of Jessica Benkaroun.
3. Dr. Michael Grant – Mar 5 2013 – Personnel – Addition of Adeolu Adegoke and Staci Stapleton.

**Approved** – Drs. Brunton and Doré

**C. Commissioned/Re-commissioned Laboratories**

1. Dr. Jules Doré – H-5329, H-5336. Full radioisotope laboratory inspections completed Feb 6 2013. Approved by committee via email Feb 28 2013.

**Approved** – Drs. Brunton and Driedzic

**D. Decommissioned Laboratories**

1. Dr. Jules Doré – H-5314 – completed Mar 1 2013.

**Approved** – Drs. Brunton and Driedzic

**E. Other Matters or Incidents - None**

**5) Terms of Reference (TOR)**

Dr. McKay noted that based on the TOR we are required to have six (6) meetings per year and the opinion of the committee – is that the operations are on track that perhaps 6 meetings are not required.

Dr. McKay suggested that we reconsider the number of meetings to 3 or 4 per year. The committee does not meet over the summer but we are empowered to call a special purpose meeting if required.

*The meeting was open for discussion -*

A discussion took place on whether the meetings were based on academic year vs a calendar year.

Dr. Kendall asked what about CNSC guideline for meetings. It was noted that the committee meetings are based on the Terms of Reference and not CSNC.

Mr. Hobbs noted that the Tier II committee response to the emails was excellent and based on this he felt that 6 meetings were not required.

Motion on table to have four meetings per year – this would be a revisions under the membership URSC – item 1 – Committee meetings shall be monthly from September to April, but not less than four (4) per year. Remove six (6) and replace with four (4).

**Approved:** Drs. Driedzic and Doré

Dr. McKay asked if any further discussion on the proposed amended to change this to four (4) from six (6). Hearing none – All in attendance agreed with this changed.

Further discussion also took place on the wording of September to April and it was noted that the wording should be changed to:

Committee meetings shall be held no less than four (4) times per year – remove the wording - September to April

**Approved** - Drs. Kendall and Doré

Dr. McKay noted that the Terms of Reference needs to be updated to reflect the changes and including the Tier I membership from Facilities Management to be sent to CNSC.

**ACTION:** Mr. Hobbs to send update to CNSC

## 6) Review of other 'actionable' items from Minutes

Item 4F – Other matters or Incidents – Done

Item 4F – Laboratory Safety Awareness Addition – **Action:** Next Meeting

Item 4F – Advising the RSO when the PI is away – **Action:** Next meeting

Item 6 – Other Business – Committee Appointment Letters

**Action:** Dr. McKay to write letter advising VP (Admin & Finance) advising him that letters need to be sent out with staggered appointment

Update Membership list – Mr. Bennett was omitted. – **Action:** Green

## 7) Eastern Health Initiative – Dr. E. Kendall

Dr. Kendall advised the committee that Eastern Health has purchased an 18MeV IBA cyclotron for medical isotope production. The related facility, to be located adjacent to the Bliss Murphy Cancer Treatment Centre, will be functional by September 2015. Its primary function is to support the new PET imaging program. However, its mandated secondary function is to support research and will be available to affiliated scientists to generate other isotopes of interest.

These laboratories will be under separate CNSC licenses and the radiation safety training for personnel in this new facility will fall to Eastern Health. Considering this, any MUN personnel working in the facility may require training certification from MUN and EH. We need to coordinate information from Eastern Health and MUN with regards to the training programs. At some point, presumably this committee will need to be involved.

In further discussion, it was recommended that the RSC seek approval to establish a subgroup coordinate with Eastern Health and that if approved, Dr. Kendall and Mr. Hobbs represent the RSC.

Dr. Kendall to provide committee with further information on this initiative as it becomes available.

**Action:** Dr. Kendall

Dr. Kendall to draft letter to Mr. Kent Decker, VP (Administration & Finance) regarding this initiative.

**Action:** Dr. Kendall to send information to the Chair

8) **Adjournment and next meeting.**

Next meeting to be held in April 2013

Meeting adjourned.

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Donald W. McKay, Chair

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Louise Green, Recording Secretary

# Appendix A

RSO Report to Radiation Safety Committee, Mar 7 2013

Since our last meeting, I have completed biannual inspections of all authorized radioisotope facilities for 2012. No major issues of non-compliance were noted. All PI's have been cooperative in dealing with minor non-compliances discovered. I will begin the first round of biannual inspections for 2013 in the next few weeks with the goal of round one completion by late May, early June.

I have also been working closely with Bill Downey, Health and Safety Management System (HSMS) Project Manager, in modifying/customizing the HSMS to meet the requirements of system users in addition to myself. Some of the issues resolved include:

1. Development/validation/implementation of a suite of reports that are generated through the client application of HSMS. These include all reports that have been previously requested by CNSC in addition of specific reports developed by myself to streamline day to day operation of the radiation safety program.
2. Implementation of waste tracking via HSMS from PI inventory to waste area inventory.

Some issues remaining include:

1. Automatically generated reports
  - a. To PI and RSO when a wipe test has not been completed for a RAM usage.
  - b. to PI and RSO when an order has been placed and the item has not been entered into the PI's inventory
2. Entry/use of dual isotope kits
3. Laboratory inspections – requires Apple compatibility – in progress.



Rod Hobbs, M.Sc., Ph.D (c)  
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