



University Radiation Safety C'ttee Meeting TIER II

Dr. Brunton's Office, SN3024
Conference Call
February 3, 2015

Attendees: Dr. Janet Brunton, Dr. Ed Kendall, Dr. Rod Hobbs, Dr. Michael Grant, Darryl Pike, Louise Green (Recording Secretary)

Regret: Dr. Bing Chen

1. Courtesies/Regrets/Conflicts of Interest

Dr. Brunton noted that this was the first Tier II committee meeting and welcomed everyone by conference call.

Dr. Brunton noted she was in conflict with item 3b.II Permit Renewal. Dr. Brunton will excuse herself from this discussion.

2. Approval of the Agenda

The following items was added to the agenda under item 4 other business – Succession Planning. Agenda approved with noted addition.

	New Business	Status & Action by:
3.	<p>Report from the Radiation Safety Officer – R. Hobbs</p> <p>A. Activity Report – Since the last meeting, in-house laboratory inspections were requested of most permit holders. All permit holders except Dunning, Husain, Doré and McKay submitted inspection reports on time. Of these, McKay and Doré expressed that they are in the process of completing decommissioning and permit termination for their labs/permits prior to the inspection due date. Drs. Dunning and Husain have yet to submit reports.</p> <p>Mr. Pike noted that he could provide Dr. Hobbs with access to Dr. Husain's lab to complete the inspection.</p> <p>A brief discussion took place on the non-compliance of labs and how do we treat this when a PI is in non-compliance. Dr. Hobbs noted there is a process currently in place, but needs to be clarified in the SOP. This is for discussion at the table for the full committee.</p> <p>Cross training has commenced within Environmental Health and Safety as all health and safety advisors will be trained in radiation laboratory inspections. All advisors will complete the D2L radiation safety course and complete training assigned by the RSO with respect to MUN policy/procedure and CNSC regulations. Finally, each advisor will accompany the RSO on a minimum of three (3) laboratory inspections where they will be taught how to accurately complete the inspection checklists. When the RSO is satisfied with an individual advisors competency, the RSO will then be able to utilize this extra man power for compliance enforcement.</p> <p>Dr. Hobbs to provide a complete list of EHS advisors that will be authorized to inspect labs to all PI's.</p> <p>B. Permit Activity</p> <p>i) New Permit(s) - None</p> <p>ii) Renewals - Four (4) renewal applications were received and approved by email. Dr. Brunton excused herself for discussion on her joint renewal application. Requires confirmation approval at this committee. The committee approved all renewals.</p> <p>iii) Amendments – No email amendments required by committee. Dr. Hobbs noted five (5) amendments were approved by him with regards to removal and adding of personnel along with one reduction in P32, where a lab was reclassified to a Basic Level.</p>	<p style="text-align: center;"><i>Add to agenda – full c'ttee</i></p> <p style="text-align: center;"><i>Dr. Hobbs</i></p>

	<p>C. Commissioned/Re-Commissioned Laboratories – None</p> <p>D. Decommissioned Laboratories – Dr. Hobbs noted that Drs. Doré and McKay labs are in progress for being decommissioned. Also they both are terminating their permits, just waiting for final wipe test.</p> <p>E. Laboratory Inspections – Dr. Hobbs noted that H-1215 with RAM storage was inspected. Along with 18 in house inspections (permit holder).</p> <p>Darryl Pike asked if Dr. Hobbs could provide the dates in his report of when the in house inspections were completed to be consistent with the other information provided. Dr. Hobbs agreed.</p> <p><u>Major Non-Compliance Observed</u> - Dr. Hobbs noted one major non-compliance was reported. In Dr. Kovacs' in-house laboratory inspection, he identified that a wipe test was not completed within the 7 day period; it was missed by one day due to illness. Dr. Hobbs noted that a report will be sent to the various stakeholders regarding the non-compliance with an action plan.</p> <p>F. Other matters or incidents – Ms. Helen Gillespie - RUP-ES-152 – 370 MBq Cs137 core logger sealed source instrument.</p> <p>Ms. Gillespie retired at the end of December. Currently, the Dept. of Earth Sciences does not intend to replace her, but have offered her space including the core logger to a newly appointed faculty member. Dr. Hobbs spoke with Keir Hiscock and agreed that for the interim, the room would be locked down with no access. If the new faculty member accepts the offer, he/she would be required to complete D2L radiation safety training and apply for a radiisotope user permit prior to access.</p> <p>Dr. Hobbs noted if the new faculty does not want the equipment Earth Sciences will attempt to sell or dispose of the equipment.</p> <p>The committee approved the full report submitted from Dr. Hobbs, Radiation Safety Officer along with the required approvals.</p>	<p>C'ttee Approved</p>
<p>4.</p>	<p>Other Business - Succession Planning</p> <p>Dr. Brunton noted that we have two (2) committee members whose terms will expire for this committee Nothing herself as Chair on March 31, 2015 and Dr. Kendall's term on June 21, 2015. Also the graduate student Matthew Nosworthy's term is up, and he is also finishing up his degree.</p> <p>Dr. Brunton asked Dr. Kendall to consider if he would like to be extended for another term and indicated that she would email him in the near future for his decision. If not, could he recommend someone else in his place.</p> <p>Dr. Brunton also asked the committee if they have a graduate student or know of one that would like to be on this committee to send us an email with the recommendation</p> <p>We need a co-chair for this Tier II committee, if you are interested to please send along your name</p>	<p>Dr. Brunton</p> <p>C'ttee</p> <p>C'ttee</p>

7. Adjournment

The meeting adjourned at 14 30 hours.

Approved:



 Dr. Janet Brunton (Chair)



 Louise Green (Recording Secretary)