

University Radiation Control Committee meeting
May 30, 2011
9:00 a.m. – 10:30 a.m.
SN2000, Geography's Board Room

Present:

Dr. Donald McKay, Chair of Committee, Faculty of Medicine
Ms. Sheila Miller, Director, Dept. of Health & Safety
Mr. Donald Wood, Radiation / Biosafety Officer, Dept. of Health & Safety
Dr. Chris Deacon, Dept. of Physics and Physical Oceanography
Dr. Janet Brunton, Dept. of Biochemistry
Dr. Jules Doré, Faculty of Medicine
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: Drs. Driedzic and Chen

1. Courtesies/Conflicts of Interest /Welcome
Dr. McKay welcomed everyone to the meeting and asked members to introduce themselves to Dion Bennett, Supply Chain Manager with the Faculty of Science. Mr. Bennett will be a Tier 1 representative, on this committee.
2. Approval of Agenda
It was noted that the agenda items were numbered incorrectly.
Under Item 5 add – b. Communication Plan – Sheila Miller
Under item 7 add – b. Visit from CNSC - St. John's Campus and Corner Brook – Sheila Miller

Agenda approved with noted additions and changes.
3. Approval of Minutes November 30, 2010
Minutes approved by Drs. Brunton and seconded by Dore
4. Report from the Radiation Safety Officer – D. Wood
 - a) New Permit
Mr. Wood gave a brief overview of Dr. Ken Hirasawa 's application. Mr. Wood noted that Dr. Hirasawa meter needs to be calibrated and the work he is doing will be carried out inside a plexi-glass that will provide adequate shielding. The individual(s) working on this have been trained. Discussion followed regarding the need to use bleach to kill cells that presumably are already destroyed. Dr. Doré was concerned that the bleach step may be unnecessary from a biological point of view, and by adding this step, the investigator would be creating unnecessary additional radioactive waste. Mr. Wood noted that this use of bleach is standard procedure at other Canadian Universities.

The application was approved, with the Chair voting to break a tie. For: Drs. Brunton and McKay; Against: Dr. Doré; Abstained: Dr. Deacon and Mr. Bennett.

- Ms. Miller to have discussion with Mr. Miles on maintenance

Dr. McKay asked committee to submit any further comments on the communication plan to Ms. Green.

6. Review of other "actionable" items from Minutes

Item 4 - d) Dr. McKay to review training materials with Mr. Wood before June 7th

Item 4 - g) Calibrations of Survey Meters - Individuals will need to show they have meters calibrated, as per CNSC. PI's are reminded upon inspections by Mr. Wood to have their meters calibrated. Ms. Miller noted that under the new software system, this system will help to identify when meters need to be calibrated. Discussion took place on meter calibration and it was identified that we need to have a program in place to help facilitate this process.

ACTION: Ms. Miller to have discussion with the Dean of Medicine

ACTION: Mr. Wood to provide list to CNSC of all calibrated meters

ACTION: Mr. Wood to send letter to all permit holders that meters need to be calibrated yearly and loaners are available upon request.

ACTION: Post on website - calibrated meters are available upon request.

Definitions of Spills to all permit holders - We are still defining what a spill is and what a release is - there is still confusion around this and the reporting process. Discussion took place.

ACTION: Mr. Wood to ensure that all posters from the CNSC on spills are current and posted.

7. Other business

a) Transition from URCC to URSC - We are waiting for four (4) new members to be appointed from the VP (Administration & Finance Office).

ACTION: Ms. Miller to contact Mr. Kendell as X-ray person

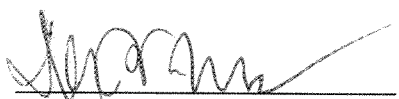
b) Visit from CNSC - CNSC will be reviewing documentation and determining whether recommendations for past inspections have been implemented. Some random inspections of laboratories are also likely.

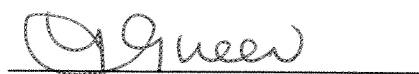
ACTION: Mr. Wood to inform all Permit Holders that CNSC will be visiting during June 7-8 and to ensure records are available upon request.

ACTION: Ms. Miller to contact CNSC to see who they would like to meet with during their visit.

8. Adjournment and next meeting. Next meeting to be arranged for the end of June 2011.

Meeting Adjourned.


Donald W. McKay, Chair


Louise Green, Secretary