Quarterly Meeting of the
Workplace Occupational Health and Safety Committee
For Memorial University’s Chemistry-Physics Building

Friday, Feb. 15, 2019
Dean of Science Office Boardroom, C-2001
9:30-11 a.m.

Agenda

1. Call meeting to order
   a. Welcome new safety representative (Darrell) and new committee members (Dave, Stefana)
   b. Recognize contributions of former committee members (Kendra, Nathalie, Adam)

2. Accept minutes of the previous meeting (Dec. 2018)

3. Safety Moment (Steve)

4. Education (Darrell)
   a. Reports

5. Updates on unresolved issues:
   a. WHMIS Training – dual course vs. new course (Darrell)

6. Workplace inspections

7. Complaints, issues and suggestions received from employees:
   a. PPE not being worn by lab space visitors (janitorial staff, external contract employees, OHS committee members during inspections)
   b. Sharps containers

8. Other business
   a. Update on OHS Committee audit
      o Use floor plans to mark inspected rooms
      o Sample checklist
      o Lab Safety Awareness for Non-Lab Workers - Staff (highly recommended online course for any Memorial University employees as well as external contractors/vendors that may enter a laboratory as part of their regular work duties). Available on D2L/Brightspace.
      o Vote on updating Terms of Reference
   b. Next meeting date: May 17, 9:30 a.m. in C-2001
9. Adjournment