

ALES Health and Safety Committee meeting October 12, 2022, 1.00pm-2.30pm

Attendees- Jay Willis, Urmila Basu, Dianne Payeur, Sarah Gooding, Thava Vasanthan, Jane Batcheller, Kelvin Lien, Dick Puurveen, Stephanie Ramage, Matthew Oryschak, Michelle Moawad, Brenda Parlee, Kim Schaerer

Regrets- Allan Harms, Scott Chang

Executive Summary

- The UofA has moved away from the old warden program. Based on the feedback from the occupants of the Ag/For building, there were some concerns after the fire drill on September 22. All PIs should have a fire evacuation plan for their labs. Here is a link with useful information on alarms and evacuation.
<https://www.ualberta.ca/facilities-operations/portfolio/emergency-management-office/emergency-procedures/alarms-evacuation.html>
- HSE is developing the process to verify actions on stand downs; which will be shared with the committee membership, the Chair, Faculty General Managers, Deans and senior leadership. Over the next 6-12 months, there will be a random selection of units to verify if they have implemented the corrective actions.
- Lab safety information seminar was offered Faculty wide by Urmila in Fall, winter and spring terms and was attended by ~230 students/staff in 2022.
- There was a 93% completion rate of Workplace Violence and Harassment Prevention eLearning from the Faculty.

Last meeting minutes-additions, corrections, approval.

Welcome to new members- Dianne Payeur (FGM)

Action Items from the last meeting

1. Update fire evacuation plans-Jay- In progress
2. Submit work order lighting on 118 street -Jay-
 - Lack of lighting on 118 street resulting in near misses with pedestrians. Ryan Topham, electrical manager, suggested to get an estimate. Jay received the estimate of \$127,416 to design, supply and install street lighting between 60 and 63 avenues, inside F83 parking lot. There is no budget in the Faculty to cover this and it should not be the responsibility of ALES. Dianne will work on further action
3. Identify fire wardens for a few buildings- Sarah

- The UofA has moved away from the old warden program. Ross mentioned that the lack of fire wardens could be a safety issue for the NASA staff.
4. Feedback on HSEC Annual plan- Kim- The plan looks OK.
 5. Form #2 feedback-Kim
 - GMs, Deans and VPs will be getting updated reports on the response to form #2. An audit process is being developed to be associated with the stand-downs. This audit process will then be communicated to the HSE committees
 6. Information on working alone App- Kim- The App is useful and users can also contact UAPS.

New Business

Incident on South Campus– Jay’s update

In the spring, during road sweeping operations, a Grounds staff member drove a dump truck across the feed mill platform truck scale. The truck broke through the scale deck. Barricades were put up and an incident report filed. Jay has been waiting on quotes to replace the deck so that further discussions can be had with Grounds – there is a commitment from them to cover a portion of the repairs. Over time, the caution tape and barricades were obviously removed, so a concerned pedestrian reported the safety concern (see ALES Incident Reports Review)

Lab safety information seminar- Urmila’s update

Lab safety information seminar is offered Faculty wide. It covers different safety aspects essential to work safely in the labs, including different training modules which new students and staff need to complete before they start working in the labs, SOP/HA and PPE requirements, chemical management/work alone policy, emergency preparedness, incident reporting and offboarding. The seminar was offered in Fall, winter and spring terms and was attended by ~230 students/staff in 2022.

Fire drills - How were the recent fire drills in ALES buildings? Any concerns?

Urmila received some feedback from the occupants of the Ag/For building. These include that people did not bother to leave in many areas and others were not clear if they need to leave, and some lab doors were left open. No one indicated that it is All clear to enter.

Not sure if all PIs developed their fire evacuation plan and shared with their students/staff. The safety updates are presented at the AFNS and RenR Department council by Jay and Urmila. Other departments have also been contacted and if they are interested, Jay and Urmila will present any safety related information at their department council.

Dr. Vasanthan provided the following link with useful information on alarms and evacuation.
<https://www.ualberta.ca/facilities-operations/portfolio/emergency-management-office/emergency-procedures/alarms-evacuation.html>

Dianne mentioned that the Faculty will be including some safety message in a monthly bulletin.

ALES Incidents Report Review

20 reported incidents in RenR-Between June 1- October 11- Field related incidents due to season, slips and falls, allergies, etc,

2 reported incidents in LiKA Shing

17 reported incidents in AFNS- North and South Campus

- Two major incidents on research stations:
 - HSE received report of a sinkhole on south campus, under the feed mill (building F45). This had been reported by a member of the public to the registrar's office, who passed it along to the Facility Service managers.
 - Another incident involved a private level crossing of the CN Rail line at Range Road 114B and Highway 14, west of Kinsella. A student failed to come to a complete stop and crossed too close to an oncoming train. The student had driving privileges suspended until re-training and re-evaluation was completed. On further investigation, the fleet safety officer has determined that the only authorized users of this level crossing are an oil and gas company. U of A staff and researchers have used this crossing for a very long time, so inquiries will be made on gaining the proper authorization. The research group is updating all of their current and future FAPs (and spring safety orientation) to include more specific information on the hazards and risk mitigation of rail line crossings.

- Kim highlighted one near miss incident involving a student inadvertently exposed to a food allergen while in the field a 40-minute ATV drive away from cell service. Fortunately, they received medical help (Epipen) in the hospital and the exposure did not progress to anaphylaxis.

- Sarah mentioned that recently, the instructor carried Epipen on a 3-day field trip looking at bees. There is a wilderness first aid training. Epipen can be purchased without prescription.

- Dianne questioned if there are defibrillators in ALES building and who is maintaining these?

- Stephanie provided details about the recent safety incident on Level 2 LKS where an individual, not affiliated with the university, was found in the public men's washroom in 2-115 LKS discussed. HSE helped in drafting a safety note for the level 2 LKS occupants asking them to be vigilant which was distributed to all occupants of that area. The occupants were also reminded about the work alone policy.

Updates from HSE SAC meeting (held on September 15-2022)

- **Stand down verification follow up**

Developing process to verify actions on stand downs; will be shared with the committee membership, the Chair, Faculty General Managers, Deans and senior leadership

There will be a random selection of units; over the next six to 12 months to verify if they have implemented the corrective actions

- **Incident Learnings**

The OHS regulator in Alberta has lowered the threshold of reporting. Thus, HSE is detecting more incidents that need to be reported to the OHS regulators. It is the responsibility of the employer to report any serious incident or environmental release to the regulator. There are impacts to late reporting.

- **Round table discussion** -one update from each Faculty

On behalf of the ALES Health and Safety committee, Urmila reported that the committee chairs (Jay and Urmila) have worked on the HSE plan, have updated all the emergency response plan for most of the units they are responsible for, completion of hazard assessments is underway (ongoing process). Recent emphasis is on offboarding for departing students and researchers, which we have found is very crucial to keep the places safe.

Kim's updates- Provided details for the Incident and investigation about the potentially Serious Incident (PSI) report that was shared with the Government of Alberta Occupational Health and Safety (OHS). The incident occurred on June 17, 2022 at F11 Brooder House on South Campus.

Another potentially serious incident reported to Alberta OHS regarding INC#1831 (Kinsella Railroad Crossing, August 3, 2022)

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Other items for discussion

Dianne- 93% completion rate of Workplace Violence and Harassment Prevention eLearning from the Faculty. She is following up with the remaining to complete this requirement.

Action Items

1. Lighting on 118 street follow up- Dianne
2. Completion of fire evacuation plans – Jay
3. List of defibrillators in ALES building and who is responsible for the maintenance and

batter replacement- Kim to contact Adam Conway

4. More information regarding the Railway Crossing -Jay

Next meeting- January 26, 2023 at 1.00pm