

Agricultural Campus Environmental Health & Safety Committee 2017 Annual DPMG Report

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The Agricultural Campus (AC) Environmental Health & Safety (EHS) Committee was formed in the fall of 2016 with the first meeting held on October 26, 2016.

Items brought forward to the AC EHS Committee during the October 2016 to April 2017 time frame are as follows:

- **Terms of Reference**
 - The committee initially consisted of five University representatives and six Employee representatives. The Terms of Reference were revised by the committee to allow for an equal distribution of Employee and University representatives. The additional University appointee will be Judy Smith from Athletics.
 - Following this amendment, the Terms of Reference were approved by the Committee.
- **Chair for the new committee**
 - Tom Cole, Employee representative, agreed to serve as chair for the newly formed committee.
 - For any absences, Jason Penney, University representative, agreed to serve as co-chair.
- **Safety Meetings**
 - Departments and support units on campus were urged to hold/continue holding monthly health and safety meetings within their areas/during department meetings as part of the changes to the AC EHS committee structure.
- **Committee training**
 - Occupational Health & Safety Committee training took place on January 4th and 5th, 2017 through Safety Services Nova Scotia. Nine members completed the training, one member previously had the training, and two members are left to take the suggested training at a later date.
- **Speeding on campus**
 - Discussions took place regarding concerns about speeding on campus. Committee concluded this is a concern for Dalhousie Security Services and it was forwarded to them.
- **AC's New Chemical Waste Disposal Program**
 - Changes are being made to the routine chemical waste disposal processes on the Agricultural Campus to provide straightforward and convenient hazardous waste disposal for end users, such as laboratory research and teaching groups, while ensuring adherence to all required legislation. As a result, hazardous waste disposal for the AC will be centralized and managed through the campus's EHS office starting June 2017.
 - A chemical waste disposal initiative also will take place to dispose of unknown, surplus and expired chemicals on the Agricultural Campus.
- **Security Officers' Concerns**
 - December 2, 2016 meeting: Karen Rioux, NSGEU AC EHS Committee Representative, spoke on behalf of the security team on the Agricultural Campus regarding staff safety concerns

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- An independent assessment of other University controls was requested. Committee vote regarding assessment to commence after reviews are finalized. Mike Burns, Director of Security to meet with Committee Jan 13th to review and discuss raised concerns (completed).
- February 17, 2017 meeting: Jerry Aguinaga, Director, Environmental Health & Safety, suggested that a formal Violence in the Workplace Assessment be conducted by the EHS Office with the support of Mike Burns. Motion carried, those present were in favor for this activity to be conducted as the next step in the resolution to assess the level of risk and to gain further understanding of the scope of security related safety concerns.
 - March 17, 2017 meeting: Sarah Langille, AC EHS Manager, provided explanation to the Committee regarding the Workplace Violence Risk Assessment questionnaire process. Questionnaire was distributed to AC Security Officers after February's meeting and are due March 24th.
 - April 28, 2017 meeting: Jerry Aguinaga gave an update on the Workplace Violence Risk Assessment process, explaining the stages and progress made to this point. There has been involvement from Jerry, Sarah Langille, Jacob MacIsaac (Dalhousie Security Community Safety Coordinator) and local RCMP Officers. Package update will follow at next Committee meeting. AC Security Officers met with Jacob MacIsaac this date, April 28th, to review.
- **Department of Labour and Advanced Education - Report of Workplace Inspection, January 19, 2017**
 - Dept. of Labour and Advance Education issued warnings to the Faculty of Agriculture in response to the following concerns anonymously brought forward:
 - Voting on health and safety concerns brought forward to the committee and concerns of conflicts of interest.
 - Wage compensation for EHS committee training.
 - The attendance of EHS committee meetings during non-working hours.
- **Standard Operating Procedure Review**
 - The committee was advised that a Standard Operating Procedure on locking devices for propane services was prepared and reviewed and is with Facilities Management for implementation.
- **AC Facilities Management Projects with EHS impact**
 - A compressed gas survey is upcoming to address compressed gas storage and usage on campus.
 - Fume hood upgrade project-- to take place spring of 2017 to upgrade priority hoods. Concerns were raised regarding fume hoods in Cox Institute, the lack of working units for teaching labs and a suspicion that some hoods were still being used despite a "Do Not Use" sign. Potential lock-out system options for fume hood sashes are to be investigated and follow-up discussions involving Administration, Department, FM-Planning and EHS Office are to occur regarding safe operating of fume hoods and priority of repairs for upcoming project.
- **Director's Report**
 - *Highlights and updates included:
 - Offering the lab coat cleaning program on the Agricultural Campus

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- Bi-annual Self-Inspection process
 - Spill kit placement on campus
 - Truro and Halifax EHS Expos
 - Laser safety
 - Hiring of a EHS Student Assistant
 - Electronic EHS Management System
 - Online EHS training
 - Deputy Fire Marshall visit
 - Classifying labs by colour coding for access
- *List from minutes of meeting circulated.

- **Security Report**

- The Committee voted that the Security report should not be on the agenda unless there are items that touch on Environmental Health and Safety. Throughout the year there were no security items that needed to be reviewed other than the Security Officers concerns noted earlier in this report.

- **Accident Incident Summary**

- The accident incident summaries were reviewed at each meeting. Follow-up on AC-related incidents were discussed.
- Gaps in AC EHS Office receiving reports from FM due to the current process of unit reporting were discussed and subsequently reported as addressed. The gap in AC EHS Office regarding FM incident report documents has been closed.