

Faculty of Science Safety Committee Meeting

December 17th, 2025, ~ 10:00 a.m. – 11:30 a.m.

Dean of Science Boardroom

Attendees:

Dean of Science Office & Meeting Chairperson - Dr. Sam Veres, Dean of Science

Dean of Science Office – Leanne Lucas, Science Safety Advisor

Department of Astronomy and Physics – Dr. Mike Dunlavy

Department of Chemistry - Jennifer Wright

Animal Facility: Caila Henderson

Department of Biology – Dr. David Chiasson

Department of Earth Science – Dr. Mitch Kerr

Human Resources Department – Valerie Wadman

Facilities Management Department – absent

Minute taker – April Scheller, Dean of Science Office

Call to Order

The meeting was called to order at: 10:05pm

GENERAL BUSINESS

Call for Agenda Item Additions

None

Minutes from the September 2024 meeting

Corrections to the November minutes are noted, including changing the Department of Geology to the Department of Earth Science.

Correction to section on Risk Notice form. Risk Notice forms are only reviewed by V. Wadman if L. Lucas needs to consult with them regarding a particular Risk Notice form.

BUSINESS ARISING

O2 Alarm follow-up (Incident 7309)

Follow-up on the first stage alarm incident was discussed, with no response from Kevin Trudeau, who is on vacation.

Update on Removal of First Stage Alarm

L. Lucas hasn't heard back from Kevin Trudeau, will follow up in January about the alarms.

REPORTS

Safety Advisor Report

Summary of Injury/Incident Reports for Faculty of Science

Incident Number	Month	Incident Summary
7457	October	Involved a spill of 10% nitric acid in a lab from a beaker, due to cluttered work area, causing a wet foot but no injury. Checked the SDS, rinsed foot, no first aid needed. Reminded to not have a cluttered work area.
7474	October	Broke a stir rod and cut hand. A compressed bandage was used, and they went to the health center. Factors that contributed are they were rushing during the lab. They were reminded to come to class fully prepared and familiar with procedures and to be careful when handling glassware.
7354	October	Cut hand (thumb) cleaning beakers on shard of broken glass. Glass was discarded, hand was rinsed with water and sprayed with alcohol, polysporin was applied and a bandage. Occurred when they were putting the dishes away too quickly. They were reminded to slow down and not be so rough when putting glassware in the bin, use an absorbent mat, and check for broken glass when placing or removing items from the bin.

V. Wadman mentioned that whenever someone has an incident with a cut, it's a good idea to think about when you had your last tetanus shot. People typically get them at 16, and then you're supposed to get a booster every 10 years.

OHS Consultant: JOHSC Activity and Information

V. Wadman said they are still working on OHS training but there are still data issues moving between Banner and Brightspace. Work is being done to create a report for the Faculty of Science that will list which employees have and haven't completed the OHS training. The course is mandatory for everyone.

Fire drills are all completed. CURIE (university insurance provider) no longer doing regular inspections and it will be taken off the annual calendar.

No minutes are available for November, since the December meeting was cancelled and they could not be approved.

NEW BUSINESS

Safety Form Guide

L. Lucas introduced the new safety form guide, which provides quick guidance on which form to use for different situations. Committee provided feedback on the safety form guide, noting

typos and suggesting improvements. L. Lucas mentioned the form guide will be updated based on feedback and usage.

OTHER BUSINESS

Meeting adjourned at 11:16 am.

Dr. Sam Veres
Meeting Chairperson, Faculty of Science Safety Committee
Dean of Science