

**JOINT HEALTH AND SAFETY COMMITTEE MEETING OF  
THE DEPARTMENT OF ASTRONOMY AND ASTROPHYSICS  
AND  
DUNLAP INSTITUTE FOR ASTRONOMY AND ASTROPHYSICS**

**HELD ON SEPTEMBER 24, 2018, 11:00AM - 12:00PM, CONFERENCE ROOM AB101-H**

*Minutes respectfully submitted by Ingrid Small, Recording Secretary*

**ATTENDANCE:** Alice Chow, Alena Wasney (co-chair), Mike Williams, Nathan Winsor, Stipe Milisa and Hugh Zhao (co-chair)

**ABSENT:** Dae-Sik Moon, Suresh Sivanandam, Christine Weidner with regrets

- 1. Approval of Agenda:** Approved
- 2. Introduction of New Members:** H. Zhao welcomed A. Wasney (new co-Chair), I. Small (new Secretary) and S. Milisa to the HSC.
- 3. Approval of Minutes of Meeting March 12, 2018:** Minutes approved
- 4. Business Arising from Minutes of Previous Meeting**

For Item 4: H. Zhao circulated JHSC Part 1 Basic Certification Training Course email and the website is up-to-date. The website would require constant update.

For Item 6: H. Zhao followed up on whether a service order was submitted to F&S requesting the painting of the Dome; A. Wasney would check with A. Choi. With the departure of R. Figueriredo, S. Milisa (IT Technologist) would join M. Williams as a new inspection team member.

For Item 8: H. Zhao would circulate another email to encourage the entire department to take the Online Sexual Violence Education and Prevention training.

For Item 9: H. Zhao has sent out an email to postdocs on the findings in terms of supporting resources for postdocs.
- 5. Report from Joint Health and Safety Committee (South)**

M. Williams reported that there was nothing major to update the committee. The EHS training has moved to Quercus; email would go out with links and pertinent information. Inspection would be required for inventory of chemicals (Hazmat protocol). EHS was assisting Physics for this inventory checking. M. Williams pointed out that there was a chemical cabinet in AB73C and he thought DS Moon's lab (AB55) might have a small portion of chemical, e.g. alcohol to clean optics. It was suggested an inspection of other chemicals in labs such as alcohol, cleaning fluids etc., that they were stored in appropriate locked containers and that info sheets would be available for students, PI's and Fire Dept. M. Williams to circulate an email to PI's with regard to this.
- 6. Inspection Report, Plan and Assignment**

Inspections are required twice a year. M. Williams will set-up a schedule.
- 7. Training and Certification**

M. Williams has been certificated, H. Zhao would confirm with C. Weidner if certification would be compulsory for all new members.

Basic Occupational Health & Safety Awareness Training Program was available through the online Portal but it was difficult to track whether training was completed. H. Zhao would send out a reminder and would include the U of T online Accessibility training as well.

#### **8. Other Business**

Hannah Dykaar's chair was broken and a replacement would be required. A security mirror outside AB52 was broken, maintenance and the property manager were aware of this.

S. Sivanandam had a number of issues since the last meeting: one of which was the disposal of a battery block and he was informed that there was Bio Bin Disposal at 215 Huron. In addition, The battery placement for the fire alarm, light bulbs replacement in AB73B and the issues of the foul smell coming from the men's washroom in the basement have been resolved.

R. Abraham has requested access to the roof of AB for telescope testing; the first stage of which would be in his lab and the second on the roof after hours. H. Zhao commented that this has to go through the property manager and H. Zhao would contact C. Weidner regarding the protocol required from Environmental Health and Safety.

#### **9. Next Meeting**

I. Small will coordinate the next meeting to be held in March 2019

#### **10. Meeting adjourned at 11:45am**