

Time: 1:00pm-2:00pm Meeting hosted via Zoom

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, Chair Sr. Instructor HLSC (FOHHS)  
Co-Chair, Sr. Lab Instructor (FOHHS)  
- Sr Lab Instructor (FOSE)  
- Asst Prof CHEM (FOSE)  
- Sr Lab Instructor (NALS)  
Asst Prof EENG (FOSE)  
- Grad Rep  
Conan Ma - Chemical Safety Officer / RSO  
Jennifer SkaaBT(M)G( 44 0 1 2/F1 84 Tf1 0Tf1491 0 0 1 51(e

- a) Fire Drill update- Tammy  
 -Fire drills are happening next month and Tammy reminded that these will be unannounced drills which has been approved by the Deans and the new Provost. Tammy recommended that everyone pass along information to prepare for fire drills in November.  
 -Comment: The air flow is interrupted during the fire alarm which negatively affects the equipment in labs and in some cases causes damage. Tammy will forward an email to David in Facilities with those concerns.  
 -No further questions.
- a) Autoclave cleaning solution changes -Hossein  
 -SCC auditors attended campus to conduct a thorough audit of our processes and one thing that came up that we are required to address is the cleaning product noted in the autoclave SOP. The Autoclave *Standard Operating Procedures BSL-13 item 5- Procedure (g) Thoroughly spray down the bag(s) and cart with diluted bleach/ isopropyl alcohol*. The auditors stated this is not acceptable and the procedure should be amended to using 70% ethanol as it is preferred solution for the autoclaves.  
 -Jennifer had a message from Natalie who confirmed that the changes to the autoclave SOP are done.  
 -Comment: A notification should be sent out to all autoclave users to bring them update on the changes. Tammy also recommended that notifications be placed at all the autoclave locations along with the notification
- b) Shortage of lab space - Tammy  
 -Currently in health sciences, we have had to turn students away from lab courses simply due to lack of space and some students are having to defer their lab courses for a year. Tammy is curious if other departments are experiencing the same issues?  
 -Comment: Lack of space is an issue and some lab space was when the space was converted to offices.  
 -Comment: teaching space post-covid has not required expansion in some areas but when needed they work to schedule courses that will permit labs to use other space that is unoccupied at that time. Perhaps a report or request should be sent to the Provost. If we cannot accommodate our students, how do we move forward?  
 -Comment: it seems that some labs are overcapacity due to limited space where some research space seems to be underutilized. This raises concerns for safety when enrolment numbers are increasing.  
 -Comment: This has been an ongoing issue and should be brought forward as a safety concern. Tammy will approach the Deans initially as an action item from the Lab Safety Committee.

No further items or discussion brought forward.

	Review of the Visitors to Labs policy –currently in draft	Safety Office	Tabled for response from Safety
	Funding for permanent solution for special fume hood accommodation	Conan	Kaila and Conan to reach out to safety in summer 2021 for funding to move forward.
	Service dogs in lab space policy	Safety Office	Tabled for response from Safety to align with the UNBC animals on campus policy.
	Classification of Lab Space	Safety Office	Tabled for input from Safety.
	Procedure for UNBC Labs under Evacuation	Emergency Ops	Remaining as a standing item. To be addressed by emergency operations.