

Discussion Item	
<b>New Business</b>	
1. Refer to “parking lot” of items for updates	-Compressed gas gage, custom one to be built? As the one that was ordered didn't fit – to be determined.
2. Review incident reports	- see below
3. Bypass SOP Review	-On the fire panels, there is an option to put in bypass for 24 hours, the SOP goes over when/where to be used -see attached -to be reviewed further by management before roll out
4. Kinesiology Chemicals- Update ?	- scheduled pick up date for disposal
5. Discussion Re: Certifications/Training for CSS and Trades	- management is working on a training system overhaul to manage our records -WHMIS is one note of concern -disparity between process of renewals for various individuals, a clear process will be developed and communicated to all team members.
6. New Business?	Vehicle Separation: separation

	<p>between cargo drivers/passengers -regulations? – waiting on response</p>
	<p>Follow up on radios- who has which one Supplies (radios/keys etc) returned when leaving/retiring</p>
<b>Incident Reports to be reviewed</b>	
<ol style="list-style-type: none"> <li>1. Nov 16<sup>th</sup>, 2023</li> <li>2. Dec 5<sup>th</sup>, 2023</li> </ol>	<ol style="list-style-type: none"> <li>1. Situational awareness</li> <li>2. Several pieces of glass in the drain- Potentially other things being in drain Concerns with SOP not being followed in lab? (Botterell Hall) -concern with length of time to get the required follow up tetanus with Walsh and Associates – is this the best path? -Room signage covered</li> </ol>
<b>Inspections Completed</b>	
	<p>-inspection schedule to be released Within 1-2 weeks</p>
<p><b>Next Meeting: ?</b>  <b>Discussion re: Meeting 6 times a year – trial for the next few meeting</b>  <b>CONFIRMED: March 20<sup>th</sup>, at 11 am room 231</b></p>	

