

G.S.A.B. SAFETY, SECURITY AND FIRE PREVENTION COMMITTEE

Minutes of the Meeting held at 10:30 a.m., October 13, 1983 in the Benefit Programmes Conference Room.

Present: Mr. R. Bradley, Canada Post
 Mr. J. R. Connell, Registrar's Office (Chair)
 Ms. S. Lappin, Campus Mail
 Ms. D. Lawrance, Registrar's Office
 Ms. E. Lebitschnig, Finance Department
 Mr. J. Lomax, Finance Department
 Ms. S. Magnusson, Awards Office
 Ms. S. F. N. Newman, Registrar's Office

Acting Chairman and Secretary

1. The Chairman expressed his thanks to Mr. Lomax and Miss Lebitschnig for taking on the duties of Chairman and Secretary at the last meeting.

Minutes of the Previous Meeting

2. The minutes of the meeting of September 15, 1983 were distributed prior to the meeting.

3. Moved by Mr. Lomax seconded by Ms. Magnusson that the minutes of the meeting of September 15, 1983 be adopted as presented.

Carried

Old Business

4. Fire Safety Plan. The Chairman reported that the corrections to the plan had not yet been made but would be done for the next meeting. It was decided to postpone the fire drill until the revised plan has been circulated.

5. Mr. Lomax reported that the discussion with Lt. R. Lawrie to discuss safety and security in Finance was an internal matter and should not concern the Committee.

6. Floor Wardens. A list of floor wardens is being drawn up and will be posted.

7. Lighting Outside G.S.A.B. The Chairman will write to Mr. Grant of our concerns about the inadequate lighting in the passageways and approaches to the building. Floodlights on the sides of this building and the War Memorial Gym will be suggested.

8. ADCON Centre - Bank of Montreal. The Chairman has spoken on the telephone to the Manager, Ms. Flo Knapp. He described the object and responsibilities of our Committee. Ms. Knapp is most interested and a meeting will be held with her in the near future to discuss ADCON's participation in the Committee.

Old Business (continued)

9. First Aid. A First Aid course will be arranged with Jim Bremner of the UBC Aquatic Centre when the requisite number of people have been signed up.
10. Re-entry from Emergency Stairwells. It was suggested that we stage re-entry procedures during the upcoming fire drill at which the ULE Fire Prevention Officer will be present.

New Business

11. Fire Door Stickers. It was reported that stickers have been placed on doors throughout the building. It was suggested that these stickers should be on both sides of the doors, not just on the sides facing in.
12. Bulletin. An attempt will be made to bring out the first issue of a bulletin before the fire drill.
13. Hedges in North Parking Lot. A concern was expressed about the hedges in the parking lot adjacent to the building. They obscure drivers' views, making pedestrians difficult to see. The Chairman will contact Physical Plant with the request that they be cut back in an attempt to improve visibility.
14. Numbering of Rooms. The question arose as to whether any progress had been made with getting the building rooms numbered. The chairman will follow up with Physical Plant again.

Next Meeting

15. The next meeting will be at 10:30 a.m. on November 10, 1983 in the Benefits Conference Room.
16. The meeting adjourned at 11:05 a.m.

Saron Newman
Secretary

J.R. Curran
Chairman