

Joint Health and Safety Committee Faculty of Engineering

Minutes

September 13, 2008

9:30am

JHE A114

Management Member	Department	Attendance
James Chen	ECE	Present
Mukesh Jain	Mechanical	Present
Doug Keller	Management Cert. Member	Present
Dmitri Malakhov	Materials	Present
Michael Tait	Civil	Present
Carm Vespi	Alumni	Absent
Michael Soltys	Computing and Software	Regrets
Prashant Mhaskar	Chemical Engineering	Present
Qiyin Fang	Engineering Physics	Present

Worker Member	Department	Attendance
Rob Lemmon	Materials	Present
Jean Norris	General Engineering	Present
<i>Vacant</i>	<i>Electrical and Computing Engineering</i>	
Justyna Derkach	Chemical	Present
Jim McLaren	Mechanical	Present
John Nakamura	Computing and Software	Present
Warren Reynolds	MMRI	Present
Doris Stevanovic	CEDT	Present
Peter Jonasson	Engineering Physics	Present
Jim McLaren	Mechanical	Present
Anna Robertson	Civil	Regrets
Kent Wheeler	Civil	Absent

Consultants	Department	Attendance
Chris Hurley	EOHSS	Absent

ISSUES FOR CENTRAL TO ADDRESS	Action Items
N/A	
<p>1) MINUTES Corrections were made to the minutes from August. All were in favour and the minutes were approved.</p>	
<p>2) BUSINESS ARISING</p> <p>a) Faculty H&S Webpage If you have any changes or additions that you would like added to the website, please email J. Nakamura. J. Nakamura also mentioned that there was a link with all of the members of the committee. He would like to add the committee member's extension, email and location. All were in favour of this.</p>	
<p>b) Eyewash Stations Civil Engineering still needs to submit their listings. MMRI has two stations, JHE 109A, and JHE 112 – both are equipped with eyewash and showers. Chemical Engineering needs to add one station in JHE 109 on north side. JHE 109 on south side needs an eye wash shower. J. Nakamura will plot all stations on a floor plan and determine where stations need to be installed. D. Keller asked whether or not it is up to us to decide where the eye wash stations and showers should be placed, and if EOHSS or Facility Services be determining this. J. Nakamura will follow up on this.</p>	
<p>c) Inspection Lists Reminder to get your list of all of the rooms inspected for the year to L. DeVuyst.</p>	
<p>3) NEW BUSINESS</p> <p>a) New Worker Co-chair D. Stevanovic would like to suggest that J. Nakamura be the co-chair. All were in favour and J. Nakamura agreed to be co-chair for another year.</p>	
<p>b) Lab Safety Manuals All labs need to have lab safety manuals. The Dean has said that these need to be printed and the Docucentre will be doing this work. Jan Delsey from the Docucentre needs a representative from each department to tell</p>	

her how many lab manuals they need and an account number in which to charge. Please email delsey@mcmaster.ca with this information. The fee for printing has yet to be determined. She needs these numbers by Friday, September 19th, 2008.

D. Keller said that Chemical Engineering has already done this and that they have had this printing done by Print Services.

D. Malakhov said that he does not understand why they need to waste paper by printing off all of these lab manuals when there are PDF versions.

c) Terms of Reference – changes to SOP reviews

September is when the review of the Terms of Reference takes place. Currently there is nothing in the terms of reference that states anything about reviewing SOPs.

D. Stevanovic said that a line should be added in Section 4; under Responsibilities of Committee.

J. Nakamura will look back into the minutes for the proper “formerly phrased” wording and add to Terms of Reference

d) SOP-lathe, milling machine

Page 11 was missing in the milling machine. No one had any other comments.

M. Jain has prepared and SOP and will be posting shortly. He would like this discussed at the next meeting.

4) INCIDENT REPORTS

None to Report

5) SAFETY REPORTS

Area	Report submitted
CAS	Yes
Chemical Engineering	Yes
Civil Engineering	Yes
ECE	No
Engineering Physics & CEDT	Yes
General Engineering	No
Materials Science & Engineering	Yes
Mechanical Engineering	No
MMRI	No

<p>All CEDT labs have been inspected. There was a frayed cable, and a shutter controller that needs to be fixed. They are in the process of updating MSDS sheets and they have hired a summer student to do this. There were a few hazards, but nothing major.</p> <p>ABB inspections were finished in August. There were chemical bottles that were not properly labeled. ABB 140A has had 2 work orders submitted, but no work has been done. Sheila Rieth was supposed to follow up with this, as well as storing flammable chemicals in fridges.</p> <p>CAS finally finished all their inspections. They found that faculty like storing boxes in their offices. Some were cleaned up, but they could not get rid of all of them.</p> <p>Chemical Engineering inspected graduate offices and there were three lights out, and there was a vent cover missing in one of the offices. Waste containers were full, which indicates that waste pick up may not be done often enough or they many need more containers. They also had a lot of their hallways inspected by their summer student.</p>	
<p>6) CENTRAL COMMITTEE MINUTES</p> <p>Minutes from June, July and August have not been posted on Learnlink.</p>	
<p>7) WORKWELL Nothing new to report</p>	
<p>8) OTHER BUSINESS</p> <p>a) Bent grate at a stairwell entrance J. Nakamura got a call from J. McAndrew that there is a shoe drainage grate at a stairwell entrance by the back entrance of JHE near 135, across from the Nuclear Research Building and he has put in a work order to Facility Services, but we will have to monitor it if it does not get taken care of.</p> <p>b) ECE New Rep Cosmin Coroiu from ECE has stepped down from the committee. J. Chen will keep the committee posted and send the new member information to J. Nakamura.</p> <p>c) Restructuring * CRL 210 is now under ECE. There is no air supply in this room and this has been an ongoing issue. * CRL 217 is now under Mechanical Engineering * Materials Science is adding JHE 343 and removing JHE 360 and JHE 123, which is currently a vacant office no longer occupied by Materials</p>	

Science staff. * Chemical engineering is adding 124A Chemical and JHE 360	
b) Flammable Chemicals in Fridges D. Keller agreed to ask IAPA, what it would take to move the parts outside and get it certified. He will follow up with this and get back to the committee	
The meeting was adjourned at 10:17am. NEXT MEETING: Wednesday, October 8, 2008 at 9:30am in JHE A114 PLEASE NOTE: If you cannot attend this meeting please send regrets to Lindsay DeVuyst at engfac@mcmaster.ca	