

McMaster University
Faculty of Engineering
Joint Health and Safety Committee Minutes

Wednesday, October 14, 2009
9:30 a.m. - 12:00 p.m.
JHE A114

Management Member	Department	Attendance
Mukesh Jain (Co-Chair)	Mechanical	Present
Prashant Mhaskar	Chemical Engineering	Absent
Yiping Guo	Civil	Present
James Chen	ECE	Regrets
Qiyin Fang	Engineering Physics	Absent
Doug Keller (Certified Member)	Management Cert. Member	Present
Marek Niewczas	Materials Science	Present
Carm Vespi	Alumni	Absent

Worker Member	Department	Attendance
John Nakamura (Co-Chair)	Computing and Software	Present
Doris Stevanovic	CEDT	Present
Justyna Derkach (Certified Member)	Chemical	Present
Anna Robertson	Civil	Present
Kent Wheeler	Civil	Regrets
Terry Greenlay	Electrical & Computing Engineering	Present
Peter Jonasson	Engineering Physics	Absent
David Novog	Engineering Physics	Present
Jeanne Norris	General Engineering	Regrets
Rob Lemmon	Materials	Present
Jim McLaren	Mechanical	Present
Elizabeth Takacs	MMRI	Present
Frances Lasowski	CUPE	Present
Michelle LePalud	CUPE	Present

Consultants	Department	Attendance
Alicia Westfall	EOHSS	Present

ISSUES FOR CENTRAL TO ADDRESS	Action Items
No issues to report.	

1. Minutes

<p>Minutes Approval:</p> <p>Dr. Mukesh Jain, Management Co-Chair: _____</p> <p>John Nakamura, Worker Co-Chair: _____</p>	<p>Approved minutes for August and September Final minutes were submitted to EOHHS on October 28th, 2009</p>
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2. Business Arising

<p>Terms of Reference – Any changes? SOP info: The committee discussed the Terms of Reference. Changes were made to Sections 4.13, 6.44 and Section 3 (Authority and Scope). For an updated copy of the Terms of Reference please refer to the following web link: http://www.eng.mcmaster.ca/jhsc/index.html</p> <p>Inspection Summary: Committee agreed for all departments to have their inspection summary sheets done by the end of October 2009.</p> <p>New Building (ETB) – Separate H&S Committee? Three different options were discussed: 1) Two separate committees for ETB and ITB 2) One larger committee covering all engineering buildings 3) Continuing as one committee but adding new members from ETB and ITB, and then if it becomes ineffective consider splitting the committee into two by the following academic year.</p>	<p>G Rivas to provide an updated list of departments that have completed their annual inspections.</p> <p>J Mukesh to discuss the various options discussed with the committee with the Dean and will be following up with all members.</p>
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3. New Business

<p>Level 2 Certification – Course Updates? Suggestions were made for the Level 2 Certification course list to be updated as certain courses may not be relevant to a certain positions. Other suggestion includes - any who would like to become Level 2 certified to take all courses indicated on the Level 2 Certification</p>	<p>J Nakamura will be discussing the course form with EOHSS.</p>
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course form. Fully certified members would be acknowledged by the JHSC committee and the Engineering departments.	
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4. Incident Reports

<p>Sidewalk on Cootes (Drive - Bridge Crossing) - EE was walking across the bridge above Cootes Drive and it was lightly raining. The EE stepped onto the metal expansion plate of the bridge and slipped falling on right knee and hand. The EE reported scrape to toe. Corrective Measure: Facility Services added slip resistant material to plates.</p> <p>JHE 257C - Student was running a reaction inside the fume hood using 37% HCL solution. Bottle was placed on left side of counter beside student. As HCL was added to the beaker using a pipette the HCL bottle was hit and fell to the floor. Corrective Measures: JHE Supervisor reviewed proper protocol for safe handling of HCL. All staff members were informed to use a diluted HCL solution when possible.</p> <p>JHE Room 214F - EE was carrying plywood shelving from the building to van for disposal. EE made several trips and approximately halfway through the job EE began to feel onset of pain in left knee. Corrective Measures: Supervisor reinstructed EE to use cart to carry wood or request assistance. Lost 5 days.</p>	
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5. Safety Reports

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

6. Central Committee Minutes/Incidents

<p>September 2009 CJHSC minutes have been posted on EOHSS website. CJHSC minutes and incident reports can be found in the following link: www.workingatmcmaster.ca/eohss</p>	<p>A Westfall will be following up with EOHSS regarding posting CJHSC incidents on their website.</p>
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7. Other Business

<p>E Takacs shared with the committee an air circulation problem in JHE 326C Research Engineering area and corridor of MMRI. She explained their many attempts to solve this health issue. Although Facility Services have been notified about this issue and have inspected the room; there have not been any improvements. The MMRI department is requesting for EOHHS to assist in solving this health issue.</p>	
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8. Re-structuring

<p>Room changes:</p> <p>CRL B109/B - no longer belongs to Engineering Physics. It is now the McMaster Human Movement Lab under the Faculty of Health Sciences.</p> <p>JHE 220/A Civil Engineering lab used by Chemical Engineering to be inspected by Civil Engineering.</p> <p>JHE 343, 343/A, and 343/C offices belong to Materials Science Engineering now.</p> <p>JHE 124/B office belongs to Chemical Engineering now.</p>	
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The meeting was adjourned at 11:04 a.m.

NEXT MEETING: Wednesday, November 11, 2009 at 9:30 a.m. in JHE A114.

PLEASE NOTE: If you cannot attend this meeting please send regrets to G Rivas at

engfac@mcmaster.ca