

**McMaster University
Faculty of Engineering
Joint Health and Safety Committee Minutes**

Wednesday, May 12, 2010

9:30 a.m. - 12:00 p.m.

JHE A114

Management Member	Department	Attendance
Mukesh Jain (Co-Chair)	Mechanical	Present
Prashant Mhaskar	Chemical Engineering	Present
Yiping Guo	Civil	Regrets
James Chen	ECE	Present
Qiyin Fang	Engineering Physics	Absent
Doug Keller (Certified Member)	Management Cert. Member	Regrets
Marek Niewczas	Materials Science	Absent
Carm Vespi	Alumni	Absent
Barb Eftekhari	BTech	Absent
Robert Fleisig	Engineering I	Present
Vladimir Mahalec	SEP	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	Present
Terry Greenlay	Electrical & Computing Engineering	Present
Peter Jonasson	Engineering Physics	Present
Jeanne Norris	Engineering I	Present
Rob Lemmon	Materials	Absent
Jim McLaren	Mechanical	Present
Elizabeth Takacs	MMRI	Absent
Michelle LePalud	CUPE	Present
Manessh Khanna	MMRI	Absent

Consultants	Department	Attendance
Sheila Rieth	EOHSS	Present

ISSUES FOR CENTRAL TO ADDRESS	Action Items
No comments.	

1. Minutes

<p>Minutes Approval:</p> <p>Dr. Mukesh Jain, Management Co-Chair: _____</p> <p>John Nakamura, Worker Co-Chair: _____</p>	<p>Approved April 2010 minutes were submitted to EOHSS.</p>
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2. Business Arising

<p>ETB Safety Team Update: BTech Reps – B Eftekhari and O Danta (M Jain to get a confirmation of Danta’s participation as a worker member) School of Engineering Practice- V Mahalec and D Amaral A worker representative from JHE is still needed.</p> <p>Inspections List – Please hand in: J Nakamura received some revised list and will be making updates. Some departments will be handing in their revised lists in June’s meeting.</p> <p>Mechanical Engineering Dr. G Bone’s SOPs: CRS F3 Robot Arm PUMA 560 Robot Arm PUMA 762 Robot Arm Committee comments-note that comments refer to all three SOPs: a) Requirements - needs to specify the McMaster University Risk Management Policies although specified under References (page 2) b) Safety Requirements – safety glasses should be included to all three SOPs c) Accident/Injury Response – first-aid and complete an Injury/Incident Report should be added in all three SOPs</p>	<p>J McLaren will present the feedback to Dr. Bone and will provide J Nakamura with electronic copies to post on the JHSC member’s website.</p>
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3. New Business

<p>RMM’s for Visitors – D Stevanovic raised the use of “facility agreement” and “volunteer agreement” for any visitors working in labs. S Reith said that according to the Visiting RMM, ALL visiting workers</p>	<p>S Reith to check which forms need to be sign by visitors and said that supervisors should be with visitors if proper training</p>
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are required to participate in training. She directed the committee to the EOHSS Training Matrices.	has not been completed.
ETB Inspections- Engineering Physics lost three workers that would help out with inspections. Volunteers are needed.	S Reith will be checking with L Morine & C Hurley about finding possible volunteers.
Setting up mercury in labs – K Wheeler asked for assistance on what is required in order to set up mercury in labs. More specifically extractions for educative material. J McLaren suggested for Wheeler to speak to R Lodewyks. J Nakamura recommended for him to go through the faculty’s H&S webpage for examples. J Derkach offered for him to look at her book relating to mercury.	

4. Incident Reports

<p>JHE 246/A – A graduate student was cleaning a tensile sample and cut his thumb. He cleaned it with soap and water. Corrective measure: Will be more careful and if necessary will file the sharp edges before cleaning. Re-structuring given.</p>	
<p>JHE A315 – A test fire alarm sounded and could not be heard in the Engineering Physics chair’s office. A safety officer asked that an incident report be completed. Corrective measure: ensure that the fire system contractor is aware of the incident and repair the issue.</p>	
<p>JHE A318/A – A professor temporary lost his hearing due to a fire alarm (real event). He found it too loud/painful to endure. Instead of exiting his office, he retreated to his office and waited for the alarm to stop. Corrective measure: test the alarm system in various locations to establish safe sound levels. Suggest adding new lines to secluded areas.</p>	
<p>JHE 101 – A research assistant was carrying out an experiment on cooling rate where he had to take a 5 inch sample steel bar out of a PSH furnace. When he was taking the sample out, the thermocouple along with the sample got caught in between the heating element inside of the furnace’s door panel. The steel came in contact with the un-insulated heating element resulting in a shock. The heating elements were powered by 600 VAC. Corrective measure: contacted the manufacturer of the furnace (PSH) to check for any issues. No technical/mechanical fault was found. A new SOP was implemented.</p>	

5. Safety Reports

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

6. Central Committee Minutes/Incidents

April 2010 minutes have been posted on EOHSS website, but have been distributed to JHSC members. CJHSC minutes can be found in the following link: http://www.workingatmcmaster.ca/eohss/prevention/jhsc/	
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7. Other Business

The committee was reminded on how to access the JHSC member's website.	
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8. Re-structuring

No comments.	
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The meeting was adjourned at 10:15 a.m.

NEXT MEETING: Wednesday, June 9, 2010 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