

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

Wednesday, June 9, 2010  
9:30 a.m. - 12:00 p.m.  
JHE A114

<b>Management Member</b>	<b>Department</b>	<b>Attendance</b>
Mukesh Jain (Co-Chair)	Mechanical	Present
Barb Eftekhari	BTech	Absent
Carm Vespi	Alumni	Absent
Doug Keller (Certified Member)	Management Cert. Member	Present
James Chen	ECE	Present
Marek Niewczas	Materials Science	Regrets
Prashant Mhaskar	Chemical Engineering	Present
Qiyin Fang	Engineering Physics	Absent
Robert Fleisig	Engineering 1	Absent
Vladimir Mahalec	SEP	Absent
Yiping Guo	Civil	Present

<b>Worker Member</b>	<b>Department</b>	<b>Attendance</b>
John Nakamura (Co-Chair)	Computing and Software	Present
Anna Robertson	Civil	Present
Doris Stevanovic	CEDT	Present
Dulcie Amaral	SEP	Present
Elizabeth Takacs	MMRI	Present
Jeanne Norris	Engineering 1	Regrets
Jim McLaren	Mechanical	Present
Justyna Derkach (Certified Member)	Chemical	Present
Kent Wheeler	Civil	Present
Manessh Khanna	MMRI	Present
Michelle LePalud	CUPE	Regrets
Omar Danta	BTech	Present
Peter Jonasson	Engineering Physics	Absent
Rob Lemmon	Materials	Absent
Terry Greenlay	Electrical & Computing Engineering	Present

<b>Consultants</b>	<b>Department</b>	<b>Attendance</b>
Chris Hurley	EOHSS	Present
Dane DeMan	EOHSS	Present

ISSUES FOR CENTRAL TO ADDRESS	Action Items
No comments.	

## 1. Minutes & Announcements

<p><b>Minutes Approval:</b></p> <p>Dr. Mukesh Jain, Management Co-Chair: _____</p> <p>John Nakamura, Worker Co-Chair: _____</p> <p>Approved May 2010 minutes were submitted to EOHSS.</p> <p><b>Introduction:</b>  C Hurley introduced D DeMan, Health and Safety Specialist replacing M Curtis.  D DeMan's contact information:  E-mail: <a href="mailto:deman@mcmaster.ca">deman@mcmaster.ca</a>  X.20335</p>	
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## 2. Business Arising

<p><b>ETB Safety Team Update:</b>  Worker and management members for ETB have been assigned. A worker member for General Engineering (JHE) is still needed. M Jain has written to D Wilkinson requesting him to help the committee find a member.</p> <p>New labs being occupied in Biomechanics (labs in ETB):  M Jain checked with Dr.Wohl (responsible for labs in Biomechanics.) Right now there are empty fumehoods in the labs. M Jain let Dr.Wohl know that once the labs become functional that teaching assistants, sessionals and post docs qualify to inspect the labs.</p> <p>D Stevanovic mentioned that there are labs in the same area where Dr. Wohls labs are that belong to Dr. Fang (member of Biomedical and Engineering physics) and wanted to inform that Engineering Physics/CEDT will be responsible for inspecting Dr. Fang labs.</p> <p><b>Inspections List – Please hand in:</b>  Inspection lists still need from SEP, BTech, Engineering Physics/CEDT and Chemical Engineering.</p>	<p>M Jain to get feedback from D Wilkinson.</p> <p>J Nakamura will provide D Amaral (SEP rep) and O Danta (BTech Rep) a copy of the inspection list.</p>
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### 3. New Business

<p><b>Violence in the Workplace:</b>  C Hurley made the committee aware that there has been changes made to the Occupational Health and Safety Act coming into effect on June 15, 2010. An addition to the Occupational Health and Safety Act is Violence and Harassment in the Workplace.  The university has undertaken initiatives such as:</p> <ul style="list-style-type: none"> <li>• Have a formal and informal process with dealing with complaints of harassment in the workplace</li> <li>• A program has been generated for Violence at the Workplace which has gone through the Senate will go to the Board of Governor's on June 17<sup>th</sup>, 2010. The program talks about the university's commitment to preventing violence in the workplace, resources to people dealing with threats of violence and procedures on what to do in a case of violence in the workplace. Training will be required for all employees to take.</li> <li>• A generic and specific risk assessment will also be done for violence in the workplace- especially in high risk areas.</li> <li>• Two additional pieces to the program include: <ol style="list-style-type: none"> <li>a) An individual has the right to refuse unsafe work if there is a direct threat of violence or an actual act of violence.</li> <li>b) Recognition of domestic threat in the workplace where the employer is taking significant steps if they are aware of a possibility threat of violence.</li> </ol> </li> </ul> <p>More information can be obtained through EOHSS and Security Services.  Additional information can be found at:  <a href="http://www.workingatmcmaster.ca/eohss/prevention/workplace-violence/">http://www.workingatmcmaster.ca/eohss/prevention/workplace-violence/</a></p>	
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### 4. Incident Reports

<p><b>JHE 246/A</b> – A discussion/concern was raised on the correction measures made on last minutes incident report where a graduate student was cleaning a tensile sample and cut his thumb.</p>	<p>The supervisor will be contacted to clarify the corrective measures.</p>
<p><b>JHE Fire (Materials Science lab in second floor)</b> – The cause of the fire is still unknown. It's known that the common shared used lab was left empty, clean and in good shape when the lab manager left home on the Friday before the fire occurred. Sometime early Sunday evening "it appears" that someone was in the lab doing an experiment and something went wrong. Fire broke out on the bench top. There were two shelves above the benches that caught on fire which also caused the chemicals to pile up. The Fire Department responded and extinguished the contained fire.</p>	

<p>The fire brought to light few things that EOHSS wants to work on when it comes to corrective measurements. EOHSS has talked to the department chair and lab manager in a number of topics. One of them being when have shared and common labs with significant risk-there needs to be the following:</p> <p>Some kind of security access control (ie. access/swipe cards)</p> <p>Working alone program</p> <p>Training for lab users</p> <p>Inventory (needs to be accurate) and posting (need to be very informative and provide a number of individuals that can be contacted in case of an emergency)</p> <p>Unused picric acid should be removed from labs as it can make an explosion.</p>	
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## 5. Safety Reports

Area	Report submitted
CAS	No
Chemical Engineering	Yes- dirty return air grill issues which have been reported to Facility Services
Civil Engineering	Yes –minor issues
ECE	No
Engineering Physics and CEDT	No
General Engineering	No-no rep
Materials Science and Engineering	No
Mechanical Engineering	No
MMRI	No

## 6. Central Committee Minutes/Incidents

<p>May 2010 minutes have been posted on EOHSS website, but have been distributed to JHSC members.</p> <p>CJHSC minutes can be found in the following link:  <a href="http://www.workingatmcmaster.ca/eohss/prevention/jhsc/">http://www.workingatmcmaster.ca/eohss/prevention/jhsc/</a></p>	
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## 7. Other Business

<p>D Keller raised the concern of the unbearable sound of the fire alarm in the Chemical Engineering wing. C Hurley mentioned that an incident report was filed last month and has been sent to Facility Services to investigate and make sure that all alarms are set to the appropriate sound. C Hurley suggested for fire wardens and everyone in general to have ear plugs handy.</p>	<p>S Reith will get back to the committee on next meeting about the alarm sounds (loud/soft) complaints</p>
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## 8. Re-structuring

<p>T Greenlay mentioned that Electrical and Computing Engineering will be moving back to CRL in July sometime. He said that ECE will be inspecting their areas but not sure if will need to interface with the Health Science safety committee.</p> <p>C Hurley suggested ECE inspect the rooms belonging to them and that the hospital would figure out how to inspect their areas.</p>	
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The meeting was adjourned at 10:22 a.m.

**NEXT MEETING: Wednesday, July 14, 2010 at 9:30 a.m. in JHE A114.**

**PLEASE NOTE:** If you cannot attend this meeting please send regrets to L Devuyst at [engfac@mcmaster.ca](mailto:engfac@mcmaster.ca)