

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

Wednesday, August 10, 2011
9:30 a.m. - 12:00 p.m.
JHE A114

Management Member	Department	Attendance
Ian Bruce (Co-Chair)	ECE	Present
Kostas Apostolou	BTech	Present
Carm Vespi	Alumni	Present
Doug Keller (Certified Member)	Management Cert. Member	Absent
Ridha Khedri	Computing and Software	Regrets
	Civil Engineering	
Marek Niewczas	Materials Science	Present
Prashant Mhaskar	Chemical Engineering	Present
Stephen Tullis	Mechanical Engineering	Regrets
Qiyin Fang	Engineering Physics	Absent
Robert Fleisig	Engineering 1	Regrets
Vladimir Mahalec	SEP	Regrets

Worker Member	Department	Attendance
John Nakamura (Co-Chair)	Computing and Software	Present
Anna Robertson	Civil	Present
Doris Stevanovic	CEDT	Present
Dulcie Amaral	SEP	Absent
Elizabeth Takacs	MMRI	Regrets
Jeanne Norris	Engineering 1	Regrets
Jim McLaren (Certified Member)	Mechanical	Present
Ed McCaffery	Materials Science	Regrets
Justyna Derkach (Certified Member)	Chemical	Present
Kent Wheeler	Civil	Regrets
Maneesh Khanna	MMRI	Absent
Frances Lasowski	CUPE	Present
Omar Danta	BTech	Present
Peter Jonasson	Engineering Physics	Absent
Tyler Ackland	Electrical & Computing Engineering	Regrets

Consultants	Department	Attendance
Dane DeMan	EOHSS	Present

ISSUES FOR CENTRAL TO ADDRESS	Action Items

1. Minutes & Announcements

<p>Minutes Approval:</p> <p>Dr. Ian Bruce, Management Co-Chair: _____</p> <p>John Nakamura, Worker Co-Chair: _____</p> <p>Some minor changes were documented to the July 2011 minutes. The minutes were then approved by J. McLaren and seconded by J. Derkach.</p>	<p>Final July 2011 minutes were submitted to EOHSS on August 18, 2011.</p>
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2. Business Arising

<p>Inspection Summary Sheets – Due in September Just a reminder that these are due in September.</p> <p>H&S Representative – General Engineering – Still Looking Nothing new to report on this issue. The committee is still looking for a member for the General Engineering area.</p> <p>Dr. Ken Sivakumaran will be the Civil Engineering Representative in replace of Dr. Ghani Razaqpur.</p>	
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3. New Business

<p>Eye Wash Station SOP – Follow Up. J. McLaren raised a few concerns with the Eye Wash Station SOP that was distributed at the last meeting. D. Stevanovic said that this SOP will be addressed at the next Central Committee Meeting, as complaints have come in.</p> <p>Residence Burn D. DeMan told the committee that EOHSS, as well as the Fire Department is running a live “Residence Burn” during orientation week, taking place on the front lawn of JHE on September 7th. The Fire Department will be on site and have coordinated with all of the Welcome Week coordinators, the Associate Dean, and will touch base with everyone else that should be made aware of this event.</p>	
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SOP Posting D. Stevanovic will have an SOP that will be posted on the member's area. If the committee can review for the next meeting.	
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4. Incident Reports

<p>Chemical Engineering – A cool watering hose on a condenser came loose. The water hose was left running and flooded 2 offices. A Grad student turned off the water and notified security. Department Machinist secured the hoses to the condenser. An SOP was developed entitled “Set Up and Use of Reflux Condensers” and it will be sent to the supervisor for future condenser experiments.</p> <p>Chemical Engineering - While preparing nano material, a flask fell out of a heating mantle and onto the floor. The flask broke and spilled 10ml of octadecanoic acid mixed with 1 ml 1-octadecene. The supervisor reinstructed the student on the proper procedure to secure the flask during heating.</p> <p>Venture Camp – A camper was in the lab conducting a dissection of a cray fish, and fainted. The camper's mother was contacted, and it was confirmed that she was not feeling that well that morning, and did not eat breakfast. A report was completed, and was sent to the ministry of labour. EOHSS investigated and it was stated that there were no workplace contributing factors.</p> <p>A Venture Camp Counselor was playing soccer with the children at lunch and rolled over on his foot, injuring his ankle. First aid was administered.</p> <p>A Venture Camp Counselor bumped into a chair, and cut his toe on his left foot. The Counselor was instructed to wear closed toe shoes.</p> <p>A Venture Camp attendee fell and split open an already existing wound on his knee. First aid was administered.</p>	
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5. Safety Reports

Area	Report Submitted
B Tech	Yes
CAS	No
Chemical Engineering	Yes
Civil Engineering	No
ECE	No
Engineering 1	No
Engineering Physics and CEDT	Yes
General Engineering	No
Materials Science and Engineering	No
Mechanical Engineering	Yes

MMRI	No
SEP	No
<p>Chemical inspected 2 labs. There were no major issues to report.</p> <p>B.Tech inspected group rooms for students and staff. Only a minor issue to report, which was a burnt out light bulb.</p> <p>Physics inspected offices in JHE. The only issues were that the bookshelves were not braced against the wall. Will discuss with the Chairs of each department to try to rectify this issue. All Undergrad labs in JHE were inspected as well. There were some clutter, extension cord trip hazards, and eye wash stations haven't been checked since May. Some doors and cupboards don't close properly. Nothing too serious, just minor issues that need to be taken care of.</p>	

6. Central Committee Minutes/Incidents

No items to discuss.	
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7. Other Business

No items to discuss	
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8. JHE Restructuring

<p>Last updated version of the JHE Restructuring is posted online in the member's area.</p> <p>D. Stevanovic brought to the committee's attention that there are inspection sheets from EOHSS website that can be downloaded. There are some points on the EOHSS inspection sheets that are missing from the Engineering ones. D. Stevanovic said that there are more room for comments on their sheets, as well as there are different columns. D. DeMan suggested that the committee talk about this at the next meeting.</p>	
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Motion to adjourn made by J. McLaren and seconded by M. Niewczas at 10:01am.

NEXT MEETING: Wednesday, September 14, 2011 in JHE A114.

PLEASE NOTE: If you cannot attend this meeting please send regrets to Lindsay Martin at lmartin@mcmaster.ca