

McMaster University
Faculty of Engineering
Joint Health and Safety Committee Minutes

Wednesday, September 14, 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	Absent
Doug Keller (Certified Member)	Management Cert. Member	Present
Ridha Khedri	Computing and Software	Present
Ken Sivakumaran	Civil Engineering	Present
Marek Niewczas	Materials Science	Present
Prashant Mhaskar	Chemical Engineering	Present
Stephen Tullis	Mechanical Engineering	Present
Qiyin Fang	Engineering Physics	Regrets
Robert Fleisig	Engineering 1	Regrets
Vladimir Mahalec	SEP	Absent

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

Consultants	Department	Attendance
Dane DeMan	EOHSS	Present

ISSUES FOR CENTRAL TO ADDRESS	Action Items
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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 to the incident reports were documented to the August 2011 minutes. The minutes were then approved by J. Derkach and seconded by J. McLaren.</p>	<p>Final September 2011 minutes were submitted to EOHSS on October 13, 2011.</p>
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2. Business Arising

<p>Inspection Summary Sheets J. Nakamura requested these be submitted. CAS has submitted it.</p> <p>J. Nakamura informed the committee that a new JHE General member was found. Julia Profetto from CAS will fill this position.</p> <p>Residence Burn Note: The planned “Live Residence Burn Event” was re-scheduled to Thursday, Sept. 22 at 12:30 pm.</p>	
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3. New Business

<p>Selection of new worker Co-Chair of the H & S committee The Management group left the room and then the committee voted to re-elect John Nakamura as Co-Chair J. McLaren approved and J. Norris and Doris Stevanovic seconded motion</p> <p>On the Faculty website the committee can print out “Terms of Reference” and any changes can be discussed in the October meeting.</p> <p>Introduction of New Members to the Committee Ken Sivakumaran – Management Member (Civil Engineering) Julia Profetto – Worker Member (CAS) – General Representative</p> <p>J. Norris asked D. DeMan whether a non-emergency phone number can be put on “Dial 88” emergency posters as well as the #88 – He stated that he will look into this</p>	
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4. Incident Reports

<p>D. DeMan – Venture camp - individual was using a soldering iron to assist a camper with an electronics project. The iron was dropped and the individual burnt left forearm – re-instructed to put the iron in a stand when not in use. Also instructed to wear long sleeves when using this device.</p> <p>D. Stevanovic – MBE Lab – evacuation of the TAB and GSB building. This incident report is still incomplete/on-going. Toxic gas alarm went off in the MBE Lab. HAZMAT was called, emergency, security, police. There were several communication issues with the response to this incident. D. Stevanovic suggested that all respondents get a copy of the incident report. D. DeMan will have more information for the next H&S meeting. Several communication issues will be followed up on and the committee will be updated.</p>	
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5. Safety Reports

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

Chemical – 3 rooms inspected – only minor infractions found

CAS – nothing major – Where can dial 88 stickers be pick up? – Answer – Telecommunications. D. DeMan stated that EOHSS has a lot of the pink “Dial 88” emergency posters available

MATLS – shelf that was a little rickety

GENERAL – F. Lasowski – asked “How do you put in a work order – no charge code?” – Process is that it will now take a string of 0’s in the account input area.

CEDT/Eng Phys – Bookshelves are not braced in many rooms in their department

TAB - MSDS sheets are not in the appropriate areas for easy access and need to be updated – some are over 3 years old. Fumehood checked 3 years ago – check into this

(ABB) – Fire extinguishers have not been checked in several months – a work order has been placed. Undergrad labs in BSB were done. Door signs need updated, ceiling tiles fixed. Some light fixtures are out . D. Stevanovic asked - Is eating allowed in non-chemical labs? D. DeMan

– not sure about campus wide rule, but if chemical lab – absolutely not, but it’s probably better not to have eating at all in any labs.

Civil – None (under preparation)

6. Central Committee Minutes/Incidents

D. Stevanovic stated that there is still nothing in place re: Eye Wash Testing – SOP in place but doesn’t tell you how. D. DeMan will follow up with Central.	
Pool of Boiling Water SOP – Follow Up	

7. Other Business

Consistency with the inspection sheets (our website and EOHSS) Nowhere states if you have an HF kit and can it be added to the inspection sheet EOHSS sheets do not have a place for the Supervisor signature. D. DeMan will look into this. What training do visitors need to have to use a lab? D. DeMan stated they would need the safety training that any individual working in the lab needs to have. What insurance is involved? D. DeMan will speak to Lisa Morine. 2 SOP’s need to be implemented: 1 for the glove box and 1 for the incident in the MBE lab. J. Derkach stated that the sidewalk in front of JHE building (Annex entrance) has been redone – (incident from last winter, several holes in the sidewalk were in rough shape) – they have done a good repair job.	
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8. JHE Restructuring

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Motion to adjourn made by J. McLaren and seconded by Justyna Derkach at 10:07am.

NEXT MEETING: Wednesday, October 12, 2011 in JHE A114.

PLEASE NOTE: If you cannot attend this meeting please send regrets to Ginny Riddell at engfac@mcmaster.ca