

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

Wednesday, January 11, 2012

9:30 a.m. – 10:30p.m.

JHE A114

<b>Management Member</b>	<b>Department</b>	<b>Attendance</b>
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	Absent
Marek Niewczas	Materials Science	Regrets
Prashant Mhaskar	Chemical Engineering	Regrets
Stephen Tullis	Mechanical Engineering	Regrets
Qiyin Fang	Engineering Physics	Absent
Robert Fleisig	Engineering 1	Regrets
Vladimir Mahalec	SEP	Absent

<b>Worker Member</b>	<b>Department</b>	<b>Attendance</b>
John Nakamura (Co-Chair)	Computing and Software	Present
Anna Robertson	Civil	Regrets
Doris Stevanovic	CEDT	Present
Dulcie Amaral	SEP	Present
Elizabeth Takacs	MMRI	Present
Jeanne Norris	Engineering 1	Absent
Jim McLaren (Certified Member)	Mechanical	Regrets
Ed McCaffery	Materials Science	Present
Justyna Derkach (Certified Member)	Chemical	Present
Kent Wheeler	Civil	Present
Maneesh Khanna	MMRI	Present
Frances Lasowski	CUPE	Absent
Omar Danta	BTech	Present
Peter Jonasson	Engineering Physics	Regrets
Tyler Ackland	Electrical & Computing Engineering	Present
Julia Profetto	Computing and Software	Away - 6 months

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

ISSUES FOR CENTRAL TO ADDRESS	Action Items
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### Minutes & Announcements

<p><b>Minutes Approval:</b></p> <p>Ian Bruce, Faculty Co-Chair: _____</p> <p>John Nakamura, Worker Co-Chair: _____</p> <p>Changes to the minutes of December 2011 were suggested and recorded. A motion to approve the minutes as amended was made by J. Nakamura. Motion approved by D. Keller and seconded by D. Stevanovic. Carried.</p>	<p>Final December 2011 minutes were submitted to EOHSS on Jan 13 - 2012.</p>
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### Business Arising

<p><b>Inspection Summary Sheets</b></p> <p>D. Stevanovic submitted inspection summary sheets for Engineering Physics/CEDT.</p> <p>Co-Chair, J. Nakamura and I. Bruce will be sending a letter to the Dean, on January 11 or 12, recommending that a gas cylinder cage be put in ETB. It was noted that there will be a lot of gas bottle activity in March and April, so it is important to have it in place by then.</p>	
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### New Business

<p><b>Online Room inspection system</b></p> <p>J. Nakamura and D. DeMan met with Leah Allen in Chemistry regarding the online room inspection system. Leah has been investigating an online room inspection system with a company in California. J. Nakamura found the system to be very sluggish during testing. J. Nakamura has been developing his own system, which will not cost anything. He noted that the Ministry of Labour requires a check list for every question on the inspection, which would ensure that all questions are addressed. J. Nakamura is planning to move forward with his system, and has asked for suggestions. He will keep it simple to enable it to run on a variety of platforms, and will send to committee members for testing and discussion at a later meeting.</p>	
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#### 4. Incident Reports

There were no reports for the month of December 2011.	
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#### 5. Safety Reports

Area	Report Submitted
B Tech	No
CAS	No
Chemical Engineering	Yes In Chemical Engineering undergraduate lab room 254, a fume hood controller had a sluggish response and a fluorescent bulb was burnt out. This was reported to Facilities Services. D. Keller reported that we are having difficulty getting service due to staff changes within Belnor and Carmichael, and asked for EOHSS to assist in getting us the appropriate expertise to service these hoods. D. DeMan will contact Joe Emberson in Facilities Services.
Civil Engineering	No
ECE	No
Engineering 1	No
Engineering Physics	Yes <ul style="list-style-type: none"> <li>• Out-of-date door signs in CEDT labs need to be updated</li> <li>• One shelf is heaving due to overloading</li> <li>• A frayed extension cord needs to be replaced</li> <li>• A door sign in the clean room facility needs to be replaced</li> <li>• Adhesive clamps holding gas line are falling off</li> <li>• Exterior door signs need updating</li> </ul>
General Engineering	No
CEDT	No
Materials Science and Engineering	No
Mechanical Engineering	No
MMRI	No
SEP	No

## 6. Central Committee Minutes/Incidents

D. DeMan reported that there is a new incident report form that everyone should be using. The first page is to be completed by the person reporting the incident, and the second page is to be completed by their supervisor. He also noted that the 2012 Health and Safety Policy is available. Both documents can be found on the EOHSS website.	
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## 7. Other Business

None	
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## 8. JHE Restructuring

None	
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Motion to adjourn made by D. Keller and seconded by I. Bruce at 9:50 am.

**NEXT MEETING: Wednesday, February 8th, 2012 in JHE A114.**

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