

McMaster University
Faculty of Engineering
Joint Health and Safety Committee Minutes

Wednesday, February 08, 2012

9:30 a.m. – 10:30p.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	Absent
Ken Sivakumaran	Civil Engineering	Present
Marek Niewczas	Materials Science	Regrets (class conflict for entire term)
Prashant Mhaskar	Chemical Engineering	Present
Stephen Tullis	Mechanical Engineering	Regrets
Qiyin Fang	Engineering Physics	Absent
Robert Fleisig	Engineering 1	Present
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	Absent
Elizabeth Takacs	MMRI	Regrets
Jeanne Norris	Engineering 1	Absent
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	Absent
Omar Danta	BTech	Present
Peter Jonasson	Engineering Physics	Absent
Tyler Ackland	Electrical & Computing Engineering	Present
Julia Profetto	Computing and Software	Away - 6 months

Consultants	Department	Attendance
Dane DeMan	EOHSS	Present

ISSUES FOR CENTRAL TO ADDRESS	Action Items
-------------------------------	--------------

1. Minutes & Announcements

<p>Minutes Approval:</p> <p>Ian Bruce, Faculty Co-Chair: _____</p> <p>John Nakamura, Worker Co-Chair: _____</p> <p>Minor Changes to the minutes of January 2012 were suggested and recorded. Motion to approve the minutes as amended was made by I. Bruce. Motion approved by J. Derkach and seconded by D. Keller. Carried.</p>	<p>Final January 2012 minutes were submitted to EOHSS on Feb 10 - 2012.</p>
--	---

2. Business Arising

<p>Inspection Summary Sheets</p> <p>I. Bruce requested that inspection summary sheets be submitted. D Stevanovic was the last one to hand in the sheets. All inspection summary sheets have been submitted.</p>	
--	--

3. New Business

<p>Private SOPs – only viewable within McMaster</p> <p>I. Bruse asked J. Nakamura to speak regarding the Private SOPs only viewable within McMaster. J. Nakamura was talking to D Stevanovic with some professors regarding their SOPs. The professors did not want to publish the SOPs for the rest of the world. J. Nakamura’s comment on the matter was that if a professor does not want to submit their SOPs to JH&S committee, then they do not have to. J. Dderkach asked if the JH&S Committee has to review the SOPs. D. DeMan said that JH&S committee should be reviewing the SOPs. J. Nakamura said, the SOPs that are on the Faculty page after they get reviewed from JH&S committee are the real issue. J. Derkach said they should be checking the RRM for SOPs and see the distribution list. D. Stevanovic said that the SOPs are reviewed by EOHSS supervisor and JH&S committee, so then why would the professor have a problem with making it</p>	
---	--

<p>public, since they do not have a problem with anyone at McMaster seeing it. D. DeMan said, it could be because of a liability issue. D. Keller says he doesn't think professors would be responsible if the SOPs are misunderstood by a JH&S member. D. Keller asked to check with University Lawyers to see if there is any liability associated with making SOPs public. D. DeMan said he will look in to that. D DeMan suggested that we can add a line to it and say it is intended for this exact piece of equipment at McMaster University. Professors do not want SOPs to be public because they do not want liability. J. Derkach also suggested we should consult with lawyers to check the liability associated with this issue.</p> <p>SOPs – J. Nakamura is questioning whether they should have an extra component for Private SOPs or as a committee we should they should say they do not want to deal with that. Should they be posting the private SOPs. D. Keller thinks the SOPs should be either public or not posted at all. D. DeMan said it is up to the individual whether they want to make SOPs public or not but he think the Committee should be managing the posting of private SOPS. If the person writing the SOP does not want to share it then that is fine. J. Nakamura wants to keep it status quo. Either submit an SOP and it will be posted for everyone to see or do not submit one at all. I. Bruce suggested they should vote on the issue, since it was a formal request.</p> <p>Going to confirm with EOHSS regarding the legal issues associated with SOPS (publishing them and making them viewable to everyone).</p> <p>Votes on SOP. All agreed to keep it the way it is. e</p>	
---	--

4. Incident Reports

<p>There were no reports for the month of January 2012.</p> <p>D. Stevanovic would have had an incident report, but the person did not submit the report.</p> <p>Putting the goggles on. The person before had a smaller head. So the person put the strap on and put the googles on his head. But when he was brining the googles down to his eye, he scratched his eye while bringing down the goggles. They had to go to the doctor and get medical help. So the correct way is to put the googles on your eye first and them put the strap on, (rather</p>	
--	--

<p>that strap it on and put them on your head and bring it to your eye)</p> <p>D. Stevanovic said there was an incident where someone was being trained to deal with chemicals. So the person as they were pouring the chemicals they spilled chemicals everywhere. Question is why did the person not stop when he was told to stop. The person was probably pouring it with their arms crossed. It was a 4L bottle. The training at EOHSS does not have hands on training. D. Keller said, 4L bottles are heavy and difficult to hand, so they put pumps on them. D. Keller said 4 L acids bottles are hard to pour out of, so they are switching to smaller bottles, but the issue remains how to pour it into the smaller bottles, unless you are buying smaller bottles directly from supplier.</p> <p>In 4th year people use soldering iron, but they do not have much hands on experience. D. DeMan said EOHSS training not site specific training. The real hands on training should be done in a lab with a supervisor.</p> <p>Feb 2 – a student mis-wired a circuit, smelled a burning smell and touched the circuit to determine what was wrong and burnt their finger to the point of getting a blister by touching an over heated circuit. J. Derkach asked if the incident involves a student, does the student have to fill out the first part of the incident report?</p> <p>If there is an incident involving a student the student is required to fill out the first part of the incident report. Student is not technically a worker but they should still be filling out the first part of the form</p>	
--	--

5. Safety Reports

Area	Report Submitted
B Tech	No
CAS	No
Chemical Engineering	Yes Inspected 1 work shop/ office 3 tiles were not in place and water stained.
Civil Engineering	No
ECE	No
Engineering 1	No

Engineering Physics	Yes 1 of the 3 undergrad labs was just a storage area, so you could not get through. They cited a funny burning smell but it turned out to be popcorn. The fumer has been down since October. The workspace is cluttered. Top heavy shelf with garbage all around that needs cleaning.
General Engineering	No
CEDT	No
Materials Science and Engineering	Yes The glove box has a fractured glass that is being held together with tape. Alarm for the fume hood is not working. Have to replace batteries.
Mechanical Engineering	Yes Electric on/off switch inside door jammed in “on” position. Tiles missing from the roof above desk. MSDS sheets not up to date
MMRI	No
SEP	No

6. Central Committee Minutes/Incidents

<p>D. Stevanovic said – site specific should be done by the supervisor. This committee and departmental committee for engineering physics have asked for the electrical hazard safety awareness course It was a manager from facility services that said it should be a supervisor that should be training people on electrical hazard safety. D.DeMan said EHOSS will do a general electrical hazard safety training. There is a training class scheduled for march 1st. D. DeMan said they will be providing this training on an on-going basis.</p> <p>D. Stevanovic said – there dept provides laser safety training. An institution such as McMaster should have a certified laser safety officer. D. DeMan said he has taken the course for certified laser safety. EOHSS could help you choose which goggles are suitable for the laser. Dr. Joe Hayward is the contact person for this laser safety course.</p>	
--	--

7. Other Business

None	
------	--

8. JHE Restructuring

None Ian asked if we got a response about the desk space in Civil. It was sent to the dean last month. D. Keller said he spoke to Linda Coslovi and Stuart Young about this, and the dean's office is working on it.	
---	--

Motion to adjourn made by J. McLaren and seconded by E. McCaffery at 10:03 AM .

NEXT MEETING: Wednesday, March 14th, 2012 in JHE A114.

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