

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

Wednesday, August 08, 2012

9:00 a.m. – 10:30 a.m.

JHE A114

Management Member	Department	Attendance
Ian Bruce (Co-Chair)	ECE	Regrets
Kostas Apostolou	BTech	Regrets
Carm Vespi	Alumni	Present
Doug Keller (Certified Member)	Management Cert. Member	Present
Woffram Kahl	Computing and Software	Present
A. Ghani Razaqpur	Civil Engineering	Present
Baptise Gault	Materials Science	Present
Jie Yu	Chemical Engineering	Regrets
Mohamed Hamed	Mechanical Engineering	Regrets
Leyla Soleymani	Engineering Physics	Present
Andy Knights	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	Present
Elizabeth Takacs	MMRI	Present
Jim McLaren (Certified Member)	Mechanical	Regrets
Ed McCaffery	Materials Science	Absent
Justyna Derkach (Certified Member)	Chemical	Regrets
Kent Wheeler	Civil	Present
Maneesh Khanna	MMRI	Present
Frances Lasowski	CUPE	Present
Omar Danta	BTech	Present
Peter Jonasson	Engineering Physics	Absent
Tyler Ackland	Electrical & Computing Engineering	Regrets
Julia Profetto	Computing and Software	Away - 6 months

Consultants	Department	Attendance
Dane DeMan	EOHSS	Regrets
Chris Hurley	EOHSS	Present

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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>Approval of May 2012 minutes Motion to Approve. D. Keller, seconded by D. Stevanovic</p> <p>Approval of June 2012 minutes Motion to Approve. D. Keller, seconded by D. Stevanovic.</p> <p>Approval of July 2012 minutes Minor changes to July minutes were made and the minutes were approved. Motion to Approve. D. Keller, seconded by D. Stevanovic.</p>	<p>Final May, June and July minutes were submitted to EOHSS on August 8.</p>
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2. Business Arising

<p>Online Room Inspection System – Testers Needed</p> <p>J. Nakamura asked if anyone else is interested in trying this out. D. DeMan and J. Nakamura went to ETB (for Eng 1 room inspections) and D. DeMan got on the system from his cell phone, and they completed a room inspection in approx.20 minutes. It seemed to work out ok. Initially when you start the inspection, it will have all 100+ infractions, and if one of the infractions does not apply to that specific room, the program would get rid of that infraction so when you inspect the same room in the future, this infraction will not appear in the list of infractions.</p>	
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3. New Business

<p>Summary for room inspections – Due in Sept</p> <p>A reminder, there is a summary for room inspection. Summary and statements that they have all been inspected. That is due in September.</p> <p>Terms of Reference – Changes discussed in Sept</p> <p>Members should read over the Terms of Reference (found on the Health and Safety page on Faculty of Engineering’s website), and any changes that need to be made can be reviewed in September.</p> <p>K. Wheeler said carbon monoxide was leaked into 3rd or 4th floor in ADL. In total there are 3 floors with 8 offices per floor. There were corrective measures taken, but the civil safety committee wants to know if the Joint Health and Safety committee would suggest that Carbon monoxide detectors should be put in ADL. EOHSS was aware of the issue and facility services was involved in the initial round of fixing the issue, and the issue is now fixed. There were recommendations on how to avoid an issue like this in the future, but some of the departmental committee members do not feel that the report was sufficient. Hence, they are looking to see if the JH&S committee would recommend installing carbon monoxide detectors in ADL. K. Wheeler has to report back to civil on this issue, so he is going to report that because the JH&S committee does not have enough information on the issue, they are not ready to support the installation of Carbon Monoxide detectors in all the offices. A comment was made about people sleeping in ADL, and EOHSS confirmed that sleeping there was not allowed. It is up to the department of civil engineering and security to take steps to ensure people are not sleeping in ADL.</p>	
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4. Incident Reports

<p>C. Hurley does not have incident reports. D. DeMan would bring in 2 months worth next month.</p>

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5. Safety Reports

Area	Report Submitted
B Tech	No
CAS	Yes Did some offices. All offices should have dial 88 stickers. Other than a couple of messy offices, everything is ok.
Chemical Engineering	No
Civil Engineering	No
ECE	No
Engineering 1	No
Engineering Physics	Yes In July – inspected a lab in ETB – no problems. In July series of offices are done – the cabinets are not secured to the wall, loose cables and wires are a tripping hazard. Return air vents are dirty. Back in June – TAB was done Lots of carts blocking the aisle in the room. 3 unstrapped small gas cylinders. Fire extinguishers were checked in May. 1 bookshelf needs to be bolted
General Engineering	No
CEDT	No
Materials Science and Engineering	No.
Mechanical Engineering	No
MMRI	Yes
SEP	No

6. Central Committee Minutes/Incidents

None	
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7. Other Business

None	
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8. JHE Restructuring

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NEXT MEETING: Wednesday, September 12th, 2012 in JHE A114.

Motion to adjourn. D. Keller, seconded by C. Vespi.

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