

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

Wednesday, February 13, 2013

9:30 a.m. – 10:30 a.m.

JHE A114

<b>Management Member</b>	<b>Department</b>	<b>Attendance</b>
Ian Bruce (Co-Chair)	ECE	Present
Kostas Apostolou	BTech	Absent
Carm Vespi	Alumni	Absent
Doug Keller (Certified Member)	Management Cert. Member	Present
Wolfram Kahl	Computing and Software	Absent
A. Ghani Razaqpur	Civil Engineering	Absent
Marek Niewczas	Materials Science	Present
Jie Yu	Chemical Engineering	Regrets
Mohamed Hamed	Mechanical Engineering	Absent
Leyla Soleymani	Engineering Physics	Regrets
Andy Knights	Engineering Physics	Absent
Robert Fleisig	Engineering 1	Absent
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	Present
Doris Stevanovic	CEDT	Present
Dulcie Amaral	SEP	Present
Elizabeth Takacs	MMRI	Present
Jim McLaren (Certified Member)	Mechanical	Present
Ed McCaffery	Materials Science	Present
Justyna Derkach (Certified Member)	Chemical	Present
Kent Wheeler	Civil	Present
Maneesh Khanna	MMRI	Present
Frances Lasowski	CUPE	Present
Jessica Anderson	Engineering 1	Present
Omar Danta	BTech	Present
Peter Jonasson	Engineering Physics	Regrets
Tyler Ackland	Electrical & Computing Engineering	Present
Teresa Trimboli	Computing and Software	Present

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

ISSUES FOR CENTRAL TO ADDRESS	Action Items

## 1. Minutes & Announcements

<p><b>Minutes Approval:</b></p> <p>Ian Bruce, Faculty Co-Chair: _____</p> <p>John Nakamura, Worker Co-Chair: _____</p> <p>Approval of January 2013 minutes</p> <p>Minor changes were made to the minutes. Motion to Approve J. McLaren Seconded by A. Robertson.</p>	<p>Final January minutes were submitted to EOHSS on Feb 13, 2013</p>
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## 2. Business Arising

<p><b>Summary for Room inspections – Due in Sept</b></p> <ul style="list-style-type: none"> <li>• Still outstanding for Eng Phys/CEDT.</li> <li>• Discussion around whether Grad students must be paid if they are doing room inspections. D.DeMan and F. Lasowski will follow up and get back to the committee.</li> </ul> <p><b>Chairs inspecting their workplace</b></p> <ul style="list-style-type: none"> <li>• J. Nakamura - According to a risk management manual (RMM 302), the chair is supposed to inspect their workplace quarterly. D. DeMan added that the lab supervisor should inspect it once a quarter and the senior member (chair of department) should be inspecting everything at least once a year. D. DeMan said EOHSS will draft a letter reminding chairs and supervisors of their responsibilities regarding inspections. This letter will be given to the Dean and the Dean's office can forward it to the chairs &amp; supervisors.</li> </ul>	
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### 3. New Business

<p>D. Stevanovic - Silane incident in December. Recommendation was made to store fewer gas cylinders in the labs. Gas cylinders used to be delivered in a storage room in GSB, but that was found insufficient. Does the University have any plans to make that storage facility better?</p> <p>M. Khanna</p> <p>Ventilation issue in JHE 326C. Ventilation is shut down every weekend, so every Monday; the room has a weird smell and lots of fluctuations in the room temperature. This issue has been brought to Facility Services many times and a number of incident reports have been filed, but the issue is still present. I. Bruce said that the committee will write a recommendation letter to the Dean to raise the issue.</p> <p>D.DeMan</p> <ul style="list-style-type: none"> <li>- North American Occupational Safety week (NAOSH) May 6<sup>th</sup> – 10<sup>th</sup>.</li> <li>- ETB first aid kits have been delivered and received in ETB (1<sup>st</sup> floor and 4<sup>th</sup> floor).</li> <li>- The updated (2013) University H&amp;S policy now available at EOHSS website</li> </ul>	
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### 4. Incident Reports

<p>1 for January</p> <p>Mech Eng JHE 205 – Mouse droppings were found on a desk. Facility services was contacted and asked to install a trap. Facility Services is doing their best to tackle the issue. In the meantime, if this happens, continue to file incident reports.</p>
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### 5. Safety Reports

Area	Report Submitted
B Tech	No

CAS	No
Chemical Engineering	Yes MSDS for chemicals could not be located Freezer shelves iced up – consider cleaning.
Civil Engineering	Yes – 2 labs done online 1 required house cleaning
ECE	Yes – Undergrad labs No Issues
Engineering 1	No
Engineering Physics	Yes <ul style="list-style-type: none"> <li>• JHE A304 – Room is stuffy, check supply air flow</li> <li>• JHE A 303/D - storage room is overcrowded room, move solar panels.</li> <li>• Ethernet cable hanging from light fixture, connectors hanging from raceway.</li> <li>• Dispose off cardboard boxes (empty ones) if not needed.</li> <li>• TA building – 1<sup>st</sup> and 2<sup>nd</sup> floor - no major issues here. Person working there was wearing sandals, asked to change to shoes.</li> <li>• Lights out in stairwell.</li> <li>• Complaint from Grad student they were having difficulty in breathing in JHE 327 Facility Services was contacted and the issue was fixed the next day – replaced moldy ceiling tiles and monitor temperature control in the room.</li> </ul>
General Engineering	No
CEDT	No
Materials Science and Engineering	Yes. No Issues

Mechanical Engineering	Yes – No issues
MMRI	No
SEP	No

## 6. Central Committee Minutes/Incidents

None	
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## 7. Other Business

None	
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## 8. JHE Restructuring

<p><b>Who is inspecting the machine shop (JHE 115)?</b></p> <p>D. DeMan asked if the machine shop should be inspected by general engineering. J. Nakamura says MMRI deals with big machinery and it's near their area so it might be suited for the MMRI group to do it. MMRI will add it to their list and conduct inspection of the Machine Shop JHE 115.</p>	
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**NEXT MEETING: Wednesday, March 13, 2013 in JHE A114.**

**Meeting adjourned by D. Keller, seconded by M. Khanna.**

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