

Faculty of Engineering
Joint Health and Safety Committee Minutes
Wednesday, April 9, 2014
9:30 am – 10:30 am
JHE A114

Management Member	Department	Attendance
Adrian Cordova	BTech	Present
Robert Fleisig	Engineering 1	Regrets
Wolfram Kahl	Computing and Software	Regrets
Doug Keller - (Certified Member)	Management Cert. Member	Present
Vladimir Mahalec	SEP	Absent
Marek Niewczas	Materials Science	Present
David Novog	Engineering Physics	Absent
Nigel Schofield	ECE	Regrets
Ken. S. Sivakumaran - (Co-Chair)	Civil Engineering	Present
Stephen Tullis	Mechanical Engineering	Present
Carm Vespi	Alumni	Absent
Jie Yu	Chemical Engineering	Absent

Worker Member	Department	Attendance
Tyler Ackland	ECE	Absent
Dulcie Amaral	SEP	Present
Justyna Derkach - (Certified Member)	Chemical	Present
Paula Gremmen	BTech	Present
Peter Jonasson	Engineering Physics	Absent
Maneesh Khanna	MMRI	Regrets
Frances Lasowski	CUPE	Present
Michael Lee	Mechanical	Present
Ed McCaffery	Materials Science	Regrets
John Nakamura (Co-Chair)	Computing and Software	Present
Anna Robertson	Civil	Present
Doris Stevanovic	CEDT	Present
Elizabeth Takacs	MMRI	Present
Teresa Trimboli	Computing and Software	Present
Kent Wheeler	Civil	Present
Michelle Zheng	Biomedical	Present
New member needed	Engineering 1	Regrets

Consultants/Guests	Department	Attendance
Dane DeMan	EOHSS	Present

ISSUES FOR CENTRAL TO ADDRESS	Action Items
None	

1. Minutes and Announcements

<p>Minutes Approval:</p> <p>Ken Sivakumaran, Management Co-Chair: _____</p> <p>John Nakamura, Worker Co-Chair: _____</p> <p>No corrections to March Minutes. Approval of March 2014 minutes by D. Keller and seconded by D. Stevanovic.</p>	<p>Final March Minutes were submitted to EOHSS on April 16, 2014</p>
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2. Business Arising

<p>J. Nakamura stated that an email was received in reference to changing the by-law regarding secretarial support for the JHSC committee. The Faculty by-law currently states that the secretarial support should sit on the committee (be a member). They will look into having the by-law changed to reflect that the support will not be a voting member. The Deans office is in agreement with the Committee that they will continue to offer secretarial support.</p>	
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3. New Business

<p>1. Ministry of Labour has put out a new mandatory training regulation. All Ontario workplaces to supply basic Health and Safety awareness training to both workers and supervisors. Specific requirements must be part of that training. EOHSS is doing a redo on the Health and Safety Orientation Training for workers and Due-Diligence for supervisors to be in compliance with that regulation. Regulations come into effect July 1, 2014. EOHSS will follow up with the Committee with additional information. Ministry of Labour website holds additional information.</p> <p>2. Custodians have reported incidents involving empty chemical bottles not being properly rinsed, and labels not being de-faced or removed. EOHSS looked at the Empty Chemical Bottle Procedure, and updated this procedure to reflect these incidents. EOHSS Will be introducing a labelling system, so that once the bottles are rinsed, custodians can tag with a label if not following proper procedure.</p> <p>3. NAOSH week May 6 – May 10, 2014: Training sessions running. Training schedule posted on EOHSS website. D. Stevanovic: Will the training sessions offered that week be the revamped sessions to be in compliance with MOL? D. DeMan: It would be ideal, but not sure if these offered are the revamped sessions.</p>	
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4. Incident Reports

1. Employee (Eng. Physics), JHE-A315 office experienced an unusual allergic reaction. EOHSS investigated looking into all aspects of what happened in this incident. Employee to follow up with physician. Employee has relocated to alternative location. EOHSS will continue to monitor the situation.	
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5. Safety Reports

AREA	REPORT SUBMITTED
1. MMRI	No
2. Chemical Engineering	Yes – JHE-257B WHMIS labels missing from acid cabinet. Refrigerator with broken door handle Update fire escape plans and post Replace rubber hose on water tap - fraying 2 fluorescent lights need replacing Check if MSDS updates are required
3. Engineering Physics/CEDT	Yes – 5 Labs A301. Laser warning sign faded, MSDS inventory updated. A302. Label spill kit/put outside safety cupboard A312. Missing inventory. MSDS for chemicals needs updating 320. No door sign. Ceiling tile signs of mold. Consider separating chemicals and consumables. 322. Inventory for chemicals is missing.
4. Civil Engineering	Yes – Feb/March inspections of 2 labs/offices (JHE-220/221) - Nothing of significance was found
5. Electrical Engineering	No
6. Engineering 1	No
7. Mechanical Engineering	Yes – General housekeeping issues. Signage for location of MSDS (JHE-204). MSDS's need updating for certain rooms. Strong smell coming from cabinet (JHE-106B). Wooden step is unstable (potential injury) (JHE-B106)
8. BTech	No
9. CAS	No
10. SEP	No
11. Materials Science & Eng	No
12. General Engineering	No

6. Central Committee Minutes/Incident

D. Stevanovic: Discussed points from the Summary of the Annual Incident Injury Report 2013. People are reporting and continue to	
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<p>report injuries and hazards. Cuts and lacerations are still high with the highest in Health Sciences. Keep reminding people to report incidents if you see something hazardous.</p> <p>D. DeMan: He will circulate from the Central Committee the Annual Incident Report comments. He will add to Agenda for next meeting if anyone has any further comments or questions.</p>	<p>D. DeMan to add to Agenda</p>
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7. Other Business

<p>Follow up on action items:</p> <ol style="list-style-type: none"> 1. Transporting cryogenics in freight elevators. D. DeMan: From what he has seen the best practice at most universities is to not have anyone in the elevator. He notes that there might be complications with doing this way. Suggestion: Put up signage that states “Do Not Enter Elevator” may be an option. Should we differentiate between larger and small dewars. F. Lasowski stated that you could put a chain across the elevator so that someone would walk into it and know they can’t enter. 2. Certification training of some committee members. D. DeMan will send out emails stating what training is required. 3. D. Stevanovic followed up with L. Allen, Department of Chemistry, Science JHSC. Department of Chemistry will now inspect the BioInterfaces Institute. Also followed up with Dr. L. Solyemani, she did email a list of chemicals to M. Wright. 4. Strips on the stairs in the main stairwell have not been replaced. 5. D. DeMan received the final report from Pinchin Environmental regarding the ADL building flooding. It is now deemed safe. 6. J. Nakamura stated that he is in the midst of posting a link to the main page of the inspection summary website. When you click on it you will be able to see all of the rooms that have been inspected. If this works out you might be able to get rid of the summary lists. He will keep the committee updated. 	<p>D. DeMan to follow up</p>
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8. JHE Restructuring

None	
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Motion to adjourn at 10:10 am by J. Derkach and D. Keller.

NEXT MEETING: Wednesday, May14, 2014 in JHE A114

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