

Faculty of Engineering
Joint Health and Safety Committee Minutes
Wednesday, January 14, 2015
9:30 am – 10:00 am - JHE A114

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

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

Consultants/Guests	Department	Attendance
Dane DeMan	EOHSS	Present
ISSUES FOR CENTRAL TO ADDRESS		Action Items

1. Minutes and Announcements

Minutes Approval: Ken Sivakumaran, Management Co-Chair: _____ John Nakamura, Worker Co-Chair: _____ A couple of changes were required and approval of December 2014 minutes by R. Fleisig and seconded by E. McCaffery.	Final December Minutes were submitted to EOHSS on Jan 23 , 2015
--	---

2. Business Arising

1. Yearly Summary Inspection Lists M. Tauhid: MMRI Yearly summary is complete except for JHE-326 and JHE-326A which are now the responsibility of Mechanical Engineering. JHE-326B is under the Faculty of Engineering (Deans office) D. Stevanovic: EngPhys/CEDT yearly summary submitted.	
--	--

3. New Business

Designated Substance (DS) Assessment: Silica Sand J. Derkach: Get a copy of the MSDS for this DS before discussion is held. When discussing Designated Substance, MSDS should be attached to it – for our reference. J. Nakamura: Request that we get the MSDS sheet before we move forward with the Designated Substance Assessment. SOP: - Silica Sand D. DeMan: Training and Competency – Any other training EOHSS required? - Contingency plan talks about locking up the new equipment. Should Lock out Tag Out be added to the training? Pg. 3 “In case of critical injury” – Add “Report to EOHSS” J. Derkach: or Call 88 and they will inform EOHSS. J. Nakamura: In the mixing procedure – Pt.#6, Closing the bag, and then rotate the bag thoroughly – is it the bag or the bucket? Not a safety issue, but should check on this point. J. Derkach: Distribution should go to the Chair of the Department. Chemical Weapons Declaration D. DeMan: Annual Chemical Weapons Declaration (details of Declaration Forms and Schedule on the EOHSS website). Details are to include import/export or consumption/use. Send forms to EOHSS who in turn will forward to Government of Canada.	
---	--

EOHSS is sending an email to Engineering/Science/Health Sciences (Departments that use these substances) – The declaration is due the end of February, 2015.

4. Incident Reports

1. JHE-139 – Student placing test tube containing methanol detran solution next to hot plate mistakenly left on by another student. The heat ignited the methanol causing a small fire. Student extinguished fire with a dry powder extinguisher. Supervisor instructed EE and students to make certain equipment near work area has been turned off, and to ensure all equipment is turned off at end of the day.
 2. ETB-Women’s washroom – While opening washroom stall door, EE reports occupant in stall pushing door closed, injuring EE’s eye. Supervisor placed signage in washroom stalls to remind individuals to lock stall doors.
 3. JHE-109 - While leaning over unassembled desk to access compressed air dryer hose, EE reports desk tipping, injuring ribs. Supervisor relocated unassembled desk to appropriate space.
 4. Parking Lot I - While walking on pathway, EE slipped on ice and fell to ground, injuring back and knee. Facility Services was contacted to salt area.
- D. DeMan: Follow up on the fire alarms. Facility Services touched base about the 2 areas in JHE: Mechanical JHE- 207 – looking at installing strobes and JHE-A302 – Adding additional fire alarm bells. Facility Services will follow up with a timeline and cost estimate.

5. Safety Reports

AREA	REPORT SUBMITTED
1. MMRI	Yes – Few ceiling tiles with water damage and one missing.
2. Chemical Engineering	Yes - General offices – small infractions, light bulbs and 2 ceiling tiles missing.
3. Engineering Physics/CEDT	Yes – (EP) shelving –top shoe rack not secure, JHE A306, some gas tubes not securely mounted, follow up on posting additional signs, bulbs, cords on floor, elect cords frayed. JHE A314, frayed cord, bulb, no MSDS sign
4. Civil Engineering	Yes – revisiting previous infractions
5. Electrical Engineering	No
6. Engineering 1	No
7. Mechanical Engineering	Yes
8. BTech	No
9. CAS	No

10. SEP	No
11. Materials Science & Eng	Yes – Ceiling tiles
12. General Engineering	No

6. Central Committee Minutes/Incident

None	
------	--

7. Other Business

A. Robertson: Follow up on north stairwell – strips missing, still not complete – will fill out an incident report.	
---	--

8. JHE Restructuring

D. Stevanovic: Expansion of cleanroom - A307 (we now have JHE-A307/A) – JHE-A308 (is out) and becomes JHE-A307/A	
M. Lee: JHE-326 and JHE-326A become official part of Mechanical Engineering and their responsibility to inspect. Find out if they share JHE-326B?	

Motion to adjourn: J. Derkach and N. Schofield.

NEXT MEETING: Wednesday, February 11, 2015 in JHE A114

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