

**Faculty of Engineering**  
**Joint Health and Safety Committee Minutes**  
**June 10, 2015**  
**9:30 am – 10:00 am – ITB-201**

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

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

<b>Consultants/Guests</b>	<b>Department</b>	<b>Attendance</b>
Dane DeMan	EOHSS	Present
Stephen Veldhuis	MMRI	Present

<b>ISSUES FOR CENTRAL TO ADDRESS</b>	<b>Action Items</b>
None	

### 1. Minutes and Announcements

Engineering JHSC Minutes

<p>Minutes Approval:</p> <p>Ken Sivakumaran, Management Co-Chair: _____</p> <p>John Nakamura, Worker Co-Chair: _____</p> <p>A small change was required and approval of May 2015 minutes by Nigel Schofield and Elizabeth Takacs</p>	<p>Final May Minutes were submitted to EOHSS on June 16, 2015</p>
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## 2. Business Arising

<p><b>1. K. Sivakumaran:</b> Announced that he will step down as Co-Chair</p> <p><b>2. Yearly Summary Inspection Lists</b> None submitted. J. Nakamura will check with G. Riddell to see who is still outstanding.</p> <p><b>3. Recommendation</b> – Garbage pickup in JHE. K. Sivakumaran sent a letter to the Dean of Engineering which resulted in a future meeting with N. Balfourt and Facility Services. Will follow up with solution.</p> <p><b>4. Eyewash Shower Station followup:</b> D. DeMan contacted Facility Services and a plumber was dispatched. The Hot water issue is fixed.</p>	
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## 3. New Business

<p><b>1. PSH Furnace (SOP)</b></p> <p>D. Stevanovic: General comments were given to M. Lee for consideration including:</p> <ol style="list-style-type: none"> <li>1. In reference to broken arm. How can your arm get broken?</li> <li>2. Check that the door does not fall or is not loose? Is it supposed to be bolted in a certain way?</li> <li>3. Wear eyeglass. Does it mean safety glasses or goggles?</li> <li>4. Protective Clothing. (What does that consist of?)</li> </ol> <p>S. Tullis: The furnace was operating for a while, it was then was shut down. Mech Eng would like to re-activate the furnace and a SOP is required. Will consider comments, make appropriate changes and follow up with the committee.</p> <p><b>2. SLM Machine for Metals (SOP)</b></p> <p>D. Stevanovic: What is a ventilated face mask?</p> <p>S. Veldhuis: The mask has a filter and provides air to the face (breathing through a tube). He will get a clarification on the requirements for the</p>	
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<p>mask and include pictures of the mask in the SOP.</p> <p>M. Lee: Is it a regular dust mask? S. Veldhuis stated that it is the ventilated mask that is to be worn whenever dealing with the powder.</p> <p>S. Veldhuis: Will look into whether there is a separate dust mask or just the ventilated one.</p> <p>N. Schofield: If the mask is recommended by the company, then put the name and part number on the SOP so no confusion on type of mask.</p> <p>D. DeMan: Add the following safety courses under training: Laser Safety Training and Lock Out Tag Out training.</p>	
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#### 4. Incident Reports

<p>1. <u>ITB-202</u>: Exhaust like odours in office area were reported to Facility Services Desk. It was reported that Facility Services did not follow up right away and a stain was later noted on ceiling tile. A request to have the ceiling tile replaced was made. EOHSS followed up with Facility Services on lack of follow up related to exhaust odours.</p>	
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#### 5. Safety Reports

AREA	REPORT SUBMITTED
1. MMRI	Yes – 2 labs, nothing major, few lights are out, fire extinguishers have not been checked in any labs in the last month – It is recommended that they report this issue to Facility Services
2. Chemical Engineering	Yes – Nothing major, minor infractions
3. Engineering Physics/CEDT	Yes – Offices in Annex 4 <sup>th</sup> fl, bookshelves not bolted down in un-occupied office, 3 <sup>rd</sup> floor offices: put in w/o (stains on ceiling tiles, in the room air is stuffy – ventilation. After many years of putting in w/o still not cleaned dirty air grates)
4. Civil Engineering	No
5. Electrical Engineering	No
6. Engineering 1	No
7. Mechanical Engineering	Yes – some lights out and contact info missing
8. BTech	No
9. CAS	No
10. SEP	No
11. Materials Science & Eng	Yes – inspection report emailed by E. McCaffery (issues are documented on this report)
12. General Engineering	No

#### 6. Central Committee Minutes/Incident

None.	
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## 7. Other Business

<p>Justyna Derkach is retiring. D. DeMan wanted to thank her for her service. She is the only certified worker member on the committee. Dane will follow up to find a new Certified Worker Member.</p>	
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<p>K. Sivakumaran: Stated that this was his last meeting as Co-Chair of the Health &amp; Safety Committee. The position will be passed on to Nigel Schofield.</p>	
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## 8. JHE Restructuring

None.	
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Motion to adjourn: whole group

\*NEXT MEETING: Wednesday, July 8, 2015 in **ITB-201**

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