

Faculty of Engineering
Joint Health and Safety Committee Minutes
August 12, 2015
9:30 am – 10:30 am – ITB-201

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

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

Kent Wheeler	Civil	Absent
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
None	

1. Minutes and Announcements

<p>Minutes Approval:</p> <p>Nigel Schofield, Management Co-Chair: _____</p> <p>John Nakamura, Worker Co-Chair: _____</p> <p>1 change required and approval of July 2015 minutes by T. Ackland and D. Stevanovic</p>	<p>Final July Minutes were submitted to EOHSS on August 12, 2015</p>
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2. Business Arising

<p>1. Yearly Summary Inspection Lists</p> <p>On-going. New inspection lists will be due in September 2015. Revisit.</p> <p>2. SOP: DJIS 1000 robot (ECE)</p> <p>The following suggestions/changes were discussed amongst the committee:</p> <ol style="list-style-type: none"> The statement "... Only operated if tethered", please clarify <ul style="list-style-type: none"> Tethered with lots of slack to 4 points on the ground It can't move away from safe zone "Batteries can't be left alone while charging", why? <ul style="list-style-type: none"> It is the Manufacturer's instructions in case something goes wrong – you don't have to stay but monitor the batteries It was recommend to change the wording to reflect "monitor" 	
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3. “Report all cuts and bruises to the Admin Co-ordinator”
- How are people getting cuts and bruises and why does it say See the Admin Co-ordinator it should be changed to say Report to Supervisor (who happens to be the First Aid person)

4. A couple of small wording changes were requested and will be updated in the SOP

3. Follow up: Hearing Baseline Test for noisy rooms

JHE-108 Aeroacoustics Lab, has been inspected by EOHSS and the Department is well aware of the noise issues and has taken appropriate precautions – special door and proper safety gear when needed.

D. DeMan: A noise induced hearing loss claim was made within the Faculty of Engineering and this was a contributing factor to Engineering following up on the list of potentially noisy rooms. The Ministry of Labour inspected the Mechanical Engineering labs on the 2nd floor of JHE. Ordered EOHSS to conduct noise tests in labs and add noise protection solutions by October 1, 2015. This date was chosen so that the tests can be done after the students are back in the labs. If there are any other areas that may have noise concerns, bring to the attention of EOHSS.

So far no rooms have been sent to J. Nakamura that the Committee considers eligible to meet the criteria for the list that should be inspected.

3. New Business

D. DeMan: Ministry of Labour has visited the university multiple times recently. Machine guarding is a very important issue with them. EOHSS would like to ask that you be thorough on your inspection sheets regarding “guarding” – Facility Services is installing guards in Mechanical rooms on equipment throughout the university.

4. Incident Reports

<p>71 total incidents</p> <p>70 camp-related (23 glue gun burns, 18 slip, trip, falls, all others miscellaneous)</p> <p>1 Chemical Engineering – while working with trifluoroacetic acid (TFA) student removed sample from fume hood without blowing off vapours under nitrogen purge causing residual TFA vapours to be inhaled, resulting in nasal irritation.</p> <p>Full incident summary to be available for review in September Central JHSC minutes.</p>	
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5. Safety Reports

AREA	REPORT SUBMITTED
1. MMRI	Yes. Report emailed to G. Riddell (details in report)
2. Chemical Engineering	No
3. Engineering Physics/CEDT	Yes. (ABB Labs) Spill kit needs to be visible. MSDS sheets not visible. Bookshelf not secured. Ceiling tiles (A work order was put in). Cleaning up needed in Labs. Poor ventilation. Signs need updating. Fire extinguisher missed July 2015 checkup. No sticker on fumehood (this was reported before) (Concern with HF kits) – just upgraded the kit, but some stuff had already expired. Can the stuff in the kit still be used? D. DeMan: EOHSS can supply new stuff
4. Civil Engineering	Yes. Offices, minor issue (book shelf that had to be relocated and desk to be moved)
5. Electrical Engineering	Yes. Nothing major
6. Engineering 1	Yes. No major issues (88 sticker's missing on some phones) and some lights out
7. Mechanical Engineering	Yes. No major issues (Report handed to G. Riddell, details in report)
8. BTech	No
9. CAS	Yes. Offices on the 2 nd Floor. Nothing major. (light/bulbs out, ceiling tiles stained)

10. SEP	No
11. Materials Science & Eng	No
12. General Engineering	Yes. Nothing major.

6. Central Committee Minutes/Incident

No meeting held in July and August for Central Committee	
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7. Other Business

None	
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8. JHE Restructuring

None	
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Motion to adjourn: First, D. Keller and Seconded by F. Lasowski

*NEXT MEETING: Wednesday, September 9, 2015 in **JHE-A114**

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