

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

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

Worker Member	Department	Attendance
Tyler Ackland	Electrical Engineering	Regrets
Dulcie Amaral	SEP	Present
Timothy Stephens	Chemical Engineering	Present
Paula Gremmen	BTech	Present
Peter Jonasson	Engineering Physics	Present
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	Regrets
Doris Stevanovic	CEDT	Present
Elizabeth Takacs	MMRI	Absent
Jerome Yuan	MMRI	Absent
Teresa Trimboli	Computing and Software	Present
Kent Wheeler	Civil	Regrets
New member needed	Biomedical	Regrets
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>Nigel Schofield, Management Co-Chair: _____</p> <p>John Nakamura, Worker Co-Chair: _____</p> <p>A couple of changes required and approval of September 2015 minutes by P. Gremmen and A. Robertson</p>	<p>Final September Minutes were submitted to EOHSS on October 21, 2015</p>
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2. Business Arising

<p>New Member</p> <p>Introduction of Timothy Stephens (Chemical Engineering).</p> <p>Room Inspection Summary Lists</p> <p>Received: Civil Engineering and CEDT/ENG PHYS</p> <p>D. DeMan: 2 Action Items – (MUST App). Sent a note to security and they are working on a resolution.</p> <p>PCE 155 emergency lighting if a power outage? – has been looked into and fixed.</p>	
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3. New Business

<p>SOP: Smasher</p> <p>D. Stevanovic: (pg 5) The word – “carabiner” in SOP to put a label on to explain what the word means.</p> <ul style="list-style-type: none"> - Suitable hearing protection? Include what that means. (an assessment from EOHSS has been requested to inform what needs to be included regarding suitable hearing protection). - Section 9.3: What is the name of the concentration used, and include in the SOP - (It will be added) - Explanation (summary) of what this piece of equipment does was given <ul style="list-style-type: none"> - It involves developing enhanced injury limits to determine what the human body can handle. <p>P. Gremmen: Does the machine work at varying psi levels? Should this statement be included under 5.2 - Working with Different psi Levels?</p> <p>(Yes: It was set using a regulator. Will include the psi levels – what the machine will be working at)</p> <p>D. DeMan: Include “lock out” components in the training requirements of this SOP.</p>	
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<p>D. DeMan: Doris Stevanovic has completed the training requirements for certification (level 2). Congratulations. Will send this info to Ministry of Labour when complete.</p> <p>P. Jonasson: Stopped a student riding a scooter down the hallway. The student wasn't aware he couldn't/shouldn't be doing it. Is there an orientation for the students in first year to explain safety?</p> <p>D. DeMan: You should contact Security to report this incident to them. Ask them to beef up their monitoring of this issue.</p> <p>D. Stevanovic: Will bring up at Central, if necessary.</p>	<p>D. DeMan will contact security to see if we can put this info into a package for students</p>
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4. Incident Reports

<p>1. JHE-345 (Chem Eng.) – trying to move desk, the hutch fell – jammed finger. Hutch wasn't properly attached to desk – shouldn't have been moved in the first place.</p>	
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5. Safety Reports

AREA	REPORT SUBMITTED
1. MMRI	No
2. Chemical Engineering	No
3. Engineering Physics/CEDT	<p>Yes. (ENGPYS) - BSB 201, 202, 203 (going through transition, not really occupied) – rooms have turned into storage area. BSB-B203 main man door into that room binds on the floor. TAB – some offices – minor, bookshelves need securing. JHE-317 – thermostats are a problem, any surge and you can't reset.</p> <p>(CEDT) – Offices, BSB – 3 exit lights that don't look lit. Have put in another work order.</p>
4. Civil Engineering	<p>Yes. Offices – just 1 had a minor maintenance issue. 2nd floor Labs – some housekeeping issues and manuals to be put up (J. Nakamura to look into paper inspection reports matching what is in the on-line room inspection system)</p>
5. Electrical Engineering	No
6. Engineering 1	No
7. Mechanical Engineering	<p>Yes. JHE-314 – mold on the pipes, JHE-108 – no MSDS Sheet in room, JHE-101 – Lab, marking on the floor, JHE-106, Burnt out light</p>
8. BTech	No
9. CAS	No
10. SEP	No
11. Materials Science & Eng	No

12. General Engineering	No
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6. Central Committee Minutes/Incident

<p>D. DeMan: Revisit the Camp incident. He met with C. Vespi. Counsellor to Camper ratio is 1:10 (not including Junior Counsellors) C. Vespi may look at these numbers for next summer.</p> <ul style="list-style-type: none"> - Incident Reporting: They were compiling their reports and sending them in at the end of every week. EOHSS has requested that they submit them as they happen. - Glue gun burns. Found a glove to wear when using the glue gun (smaller size for campers). - Add an item to our Agenda for May 2016 so that we address this before the start of another Camp Summer. <p>D. Stevanovic: Although Central does not meet in July and August, they are available if any input is needed.</p> <ul style="list-style-type: none"> - Also, MUST Security App – it was reported by other individuals that it was not working properly on other phones (Security would like to promote speed dial cell phone number) - Education and Training – Appendix for choosing lab coats. Which type of lab coat to use. 	
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7. Other Business

<p>D. DeMan: Has a good machine guarding resource that has a nice checklist for people doing inspections. - will circulate to the group and can discuss at next meeting.</p>	
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8. JHE Restructuring

BSB-204 (A-F) – Construction BSB-207C – not EP (custodial lounge) BSB-B207D – no EP (custodial Lounge) Send an email to J. Nakamura.	
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Motion to adjourn: A. Robertson and R. Khedri

*NEXT MEETING: Wednesday, November 11, 2015 in **JHE-A114**

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