

Faculty of Engineering
Joint Health and Safety Committee Minutes
January 13, 2016
9:30 am – 10:30 am, JHE-A114

Management Member	Department	Attendance
Robert Fleisig	Engineering 1	Present
Fei Geng	BTech	Absent
Wolfram Kahl	Computing and Software	Present
Doug Keller - (<i>Certified Member</i>)	Management Cert. Member	Regrets
Vladimir Mahalec	SEP	Absent
David Novog	Engineering Physics	Present
Nigel Schofield - (<i>Co-Chair</i>)	ECE	Present
Ken. S. Sivakumaran	Civil Engineering	Present
Stephen Tullis	Mechanical Engineering	Present
Carm Vespi	Alumni	Absent
Jie Yu	Chemical Engineering	Absent
Igor Zhitomirsky	Materials Science	Regrets
Worker Member	Department	Attendance
Tyler Ackland	Electrical Engineering	Present
Dulcie Amaral	SEP	Absent
Paula Gremmen	BTech	Present
Peter Jonasson	Engineering Physics	Absent
Frances Lasowski	CUPE	Present
Michael Lee	Mechanical	Absent
Ed McCaffery	Materials Science	Present
John Nakamura (<i>Co-Chair</i>)	Computing and Software	Present
New member needed	Civil	
Florence Rosato	Mechanical	Present
Doris Stevanovic	CEDT	Present
Timothy Stephens	Chemical Engineering	Regrets
Elizabeth Takacs	MMRI	Present
Teresa Trimboli	Computing and Software	Regrets
Kent Wheeler	Civil	Present
Jerome Yuan	MMRI	Regrets
New member needed	Biomedical	
New member needed	Engineering 1	
Consultants/Guests	Department	Attendance
Dane DeMan	EOHSS	Present
Norm Hawton	Facility Services	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>The minutes from Nov. 2015 were approved. There were no changes to the Dec. minutes. It was pointed out that since there was no quorum at the December meeting, these minutes cannot be approved. The December 2015 minutes will stand on record as such.</p>	<p>Final December Minutes were submitted to EOHSS on February 10, 2016</p>
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2. Business Arising

<p>Room Inspection Summary Lists</p> <p>None.</p>	
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3. New Business

<p>Follow up on 4 Action Items from Nov. and Dec. meetings</p> <p>1. Suggestions for improvements to current Room Inspection Procedures:</p> <ul style="list-style-type: none"> • Team up with individuals from other/different areas, i.e. interdisciplinary inspections • Need ideas as to how to accomplish this without increasing the workload for inspectors • Circulate a sign-up sheet that includes individuals from all departments and their contact info. <p>Dave Novog mentioned that currently, the Engineering Physics and the CEDT labs inspections are done by people who are not the direct users/occupants, of those labs. This ensures having another set of eyes, and no conflict of interest, while doing inspections.</p>	<p>Develop a mechanism or routine to undertake the task of cross-departmental inspections.</p>
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2. Hatch Building (Noise level concerns)

Invited Guest: Norm Hawton, Manager, Design and Construction, Facility Services.

A number of issues were raised by members of this committee concerning the Hatch building construction.

2.1 A false fire alarm occurred in the Engineering Building, and it was related to the Hatch construction project. A fire truck came to the site. Security had no information and did not come over to announce the “All Clear”. It was suggested that a protocol be in place for contractors to notify the project manager in the case of a (false) fire alarm. The project manager should then notify Security, who should then let the fire warden and building occupants know that the alarm was a false one, so the “All Clear” can be given for occupants to proceed back into the building.

2.2 Stephen Tullis asked about the (window) exhaust fans from labs along the south wing of JHE that are currently vented outside, adjacent to the new Hatch building location. Is there a plan in place to upgrade the ventilation system? Have the occupants of the various labs and rooms along the south wing of JHE been notified of future plans?

Norm Hawton responded that, prior to occupancy of the Hatch building; there are plans to upgrade the JHE ventilation system, to add secondary exhaust lines and possibly, a booster fan to increase ventilation.

2.3 Florence Rosato and Stephen Tullis expressed several safety concerns from occupants of JHE who are working only a few feet away from windows overlooking the Hatch construction site. There is a lot of vibration and noise. People feel that there is a lack of awareness of what is going on with the construction project, and the time lines involved, and that there has been no communication with the people affected by the construction.

How do occupants remain safe while heavy girders are being moved only a few feet away, (from their heads), with only the windows as a barrier?

Norm Hawton said that he would follow up with the MOL regarding appropriate protocol. He will get a schedule from the

general contractor.

Perhaps a newsletter or a building notice could be sent out. The names of the stakeholders should be given to Facility Services for future communications. Amongst them are people from Mechanical Engineering, the Polymer Lab on the first floor, and the CEDT labs on the third floor.

Ron Lodewyks from Mechanical Engineering was mentioned as the point to person, for Facility Services, as well as Nancy Balfourt, Business Manager, Faculty of Engineering. They can then disseminate information to the appropriate occupants of the areas being affected by the construction.

D. DeMan mentioned that Facility Services has a Building Alert section on their web site, where one can sign up to receive e-mail notifications regarding planned power shutdowns, scheduled maintenance, etc. for specific buildings. Not everyone was aware of this service, and therefore, this information needs to be passed on to stakeholders.

It was pointed out that new employees also need to be informed about this notification service.

As an update, Norm Hawton told us that during the next three to four weeks, the Hatch sight will be excavated and rebar installed, up to ground level.

3. Fire Alarm Issue

D. DeMan: In early 2015, a quotation from Facility Services was sent to the Engineering Dean's Office re: cost of installing alarms in rooms where there were complaints of not being able to hear the fire alarm, i.e. in the Mechanical Engineering Machine shop, and in an Engineering Physics research lab, JHE-A302/A. Dane followed up on this, but did not get a response from the Dean's office.

The following recommendation was then submitted to the Dean's Office:

Don't work in rooms (or use the machinery) where you do not hear the fire alarm until a decision is made between Dean's office and Facility Services.

Dane also mentioned that a fire alarm audit still needs to be done, to identify areas where the fire alarm can't be heard. It

was not done during the holidays, as originally planned, and will require some planning and coordination with building occupants.

It was recommended that this committee send a letter to the Dean, requesting a response to the above alarm situation.

- Doris and Dane to pull all information together and submit to co-chairs.

In the interim, use a buddy system to warn people of the fire alarm.

Norm Hawton reiterated that any concerns about the Hatch construction project, with regard to noise and general safety, should be raised immediately.

4. Two new Committee Members needed.

If anyone is interested in volunteering to sit on this Committee, should contact Jim McAndrew (UNIFOR Health & Safety Coordinator)

4. Incident Reports

1. None.

5. Safety Reports

AREA	REPORT SUBMITTED
1. MMRI	No
2. Chemical Engineering	No
3. Engineering Physics/CEDT	No
4. Civil Engineering	Yes.
5. Electrical Engineering	No
6. Engineering 1	
7. Mechanical Engineering	No
8. BTech	No
9. CAS	No.
10. SEP	No

11. Materials Science & Eng.	No
12. General Engineering	No

6. Central Committee Minutes/Incidents

<p>D. Stevanovic: As a follow up to Incident #2, (pg. 3), from our November 2015 minutes, Nitric Acid on gloves and face; the Central committee has asked that students check the integrity of their gloves prior to use. Paula Gremmen will include this information at the beginning of term, and in the SOP.</p> <p>She indicated that the reason that students touch their faces with their gloves is due to their goggles fogging up. She has tried supplying various types of goggles and has a special spray for the goggles, but this issue is still problematic.</p>	
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7. Other Business

<p>Peter Jonasson reported that the domestic hot water was coming out of the tap at 96 C and could readily burn someone. A work order was called in, and he posted warning signs on the washroom doors in the JHE- annex.</p> <p>This type of incident has occurred on a number of occasions and therefore, a solution to the problem should be properly addressed by Facility Services.</p>	
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8. JHE Restructuring

None.	
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The meeting adjourned at 10:30am.

*NEXT MEETING: Wednesday, February 10, 2016 in **JHE-A114**.

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