

Faculty of Engineering
Joint Health and Safety Committee Minutes
August 10, 2016
9:30 am, JHE-114

Management Member	Department	Attendance
Robert Fleisig	Engineering 1	Regrets
Fei Geng	BTech	Absent
Wenbo He	Computing and Software	Regrets
Doug Keller - (<i>Certified Member</i>)	Management Cert. Member	Present
Vladimir Mahalec	SEP	Absent
David Novog	Engineering Physics	Regrets
Nigel Schofield - (<i>Co-Chair</i>)(<i>Certified Member</i>)	ECE	Present
New member needed	Civil Engineering	
Stephen Tullis	Mechanical Engineering	Present
Carm Vespi	Alumni	Regrets
Todd Hoare	Chemical Engineering	Present
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 – Unit 2	(on Leave)
Adam Lenarcic	CUPE – Unit 1	Present
Michael Lee	Mechanical	Regrets
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 (<i>Certified Member</i>)	CEDT	Present
Timothy Stephens (<i>Certified Member</i>)	Chemical Engineering	Present
Elizabeth Takacs	MMRI	Present
Teresa Trimboli	Computing and Software	Present
Kent Wheeler	Civil	Present
Jerome Yuan	MMRI	Absent
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>Motion to accept June 2016 Minutes: 1st by E. McCaffery and 2nd by P. Gremmen (because we could not do this in July – did not have quorum)</p> <p>Reviewed July 2016 Minutes – 1 change made, but could not approve.</p>	<p>Final June Minutes were submitted to EOHSS on July 14, 2016</p> <p>Final July Minutes were submitted to EOHSS on Aug 15, 2016</p>
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2. Business Arising

<p>1. Hatch Building Update</p> <p>- Goal is to be complete by the end of February 2017. Before commencement of school/students returning the following should happen:</p> <ol style="list-style-type: none"> 1. Mechanical Lab on the South Wing to get ventilation – will put in a separate exhaust in the labs to disperse out at the end of the building. 2. JHE 3rd floor – where JHE is going to enter into HATCH - introduce a jog in the corridor, it affects JHE-314 as well. Move corridor block wall 2 ft into the lab space. Co-ordinate with the lab occupants. 3. Window frames: to start the install this week. Glazing to start the end of August. Might have to wait as late as December if impacting on students coming back <p>The committee held a discussion regarding different ventilation options.</p> <p>2. Room Inspection Summary Lists</p> <p>- September 2016 we will be starting the new year of inspection summaries. Follow up on status of Summaries.</p>	
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3. New Business

Engineering JHSC Minutes

<p>1. Stop signs in front of the HATCH building – ongoing issues.</p> <ul style="list-style-type: none"> - Cars go through the stop signs. Is it because of the height of the stop signs? -EOHSS looked into this issue and have asked Security/Parking Services to enforce/monitor the stop signs. - Should we remove pedestrian sign – drivers seem confused about whether they should be stopping or not at this sign? - Dane can send a recommendation that the pedestrian sign be removed if committee agrees. No follow up was recommended at this time. -How about installing a flashing light? - D. DeMan: An email has been generated already discussing this option. <p>2. Hatch Construction: This has caused temporary poor ventilation because the fire doors are being propped open because of the heat in the building.</p> <ul style="list-style-type: none"> - D. DeMan suggested that if you see doors being propped open you should remove the obstacle and close the doors. -Security Update: Contractors propping doors open. There is better key control now that Facility Services has re-keyed most of the mechanical rooms used by contractors. Contractors have to sign out their keys now. Better method for tracking doors being left open. 	<p>D. DeMan to follow up on the status of the flashing light being installed</p>
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4. Incident Reports

<p>1. JHE-363: While pouring out 10L glass column, hit edge of sink and broke, spilling phosphoric acid and water onto students shoes. – Supervisor to re-instruct students on safe use of glass columns. Rubber bumper to be installed on edge of sink to prevent glassware from breaking</p> <p>2. ETB-238: Camper came into contact with hot glue that was drying, burning finger. – Supervisor instructed camp counselor to monitor campers following glue gun use to ensure projects are not touched.</p> <p>3. ETB-238: While playing with skewer attached to cork dur-</p>	
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ing project, cork fell out of skewer and camper was poked by skewer. – Supervisor instructed camp counsellors to cut sharp ends off skewers, and glue skewers and corks together.

4. ETB: EE reports that camper cut finger when another camper pulled a microscope slide out of hand. – Camp counsellor instructed campers not to grab things out of other people’s hands.

5. ITB-139: While writing with pen at glue gun station, camper burned hand on hot glue gun. – Camp counsellor reminded campers that only assigned students should work at glue gun station.

6. ITB-139: While using broken popsicle stick, camp counsellor got splinter in finger. – Camp counsellor to exercise caution when working with broken popsicle sticks.

7. ITB: While using scissors to cut cork, scissors slipped, cutting EE’s hand. – Supervisor instructed EE to be more attentive when working with scissors.

8. ETB-312: EE reports camper experienced burn to thumb while soldering. Camper was wearing protective gloves. – Camp counsellor re-instructed camper on safe use of soldering iron.

***Committee question: Are gloves appropriate for soldering?**

9. ETB-238: Camper touched drying hot glue, burning finger. Camper was wearing gloves on one hand. – Camp counsellor instructed campers to wear gloves on both hands when working with glue gun.

10. ETB: Camper touched soldering iron, burning hand. Camper was wearing protective gloves. – Camp counsellor re-instructed camper on safe use of soldering iron.

11. ETB: Camper reached for project at glue gun station and touched drying hot glue, burning hand. – Camp counsellor re-instructed campers to wear gloves when near glue gun station.

12. ITB-202: EE reports difficulty breathing due to elevated office temperature. – Supervisor contacted Facility Services to report temperature concerns.

13. JHE: While sitting improperly on chair with casters, chair

D. DeMan: Will have more info regarding this soon. Follow up with C. Vespi about this glove issue

Contact Facility Services if you have issues with the heat in offices/labs or EOHSS and they will forward your concerns.

<p>shifted and camper fell, bumping head. – Camper was instructed to sit properly on chairs.</p> <p>14. JHE-A101: While dissecting diaper, camper touched face before washing hands, resulting in irritation. – Camp counselor re-instructed campers to avoid touching face during dissection.</p> <p>15. IHSC: Camper walked past tree and was scratched on leg by metal tree support protruding from ground. – Facility Services removed metal piece protruding from ground.</p>	
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5. Safety Reports

AREA	REPORT SUBMITTED
1. MMRI	No.
2. Chemical Engineering	Yes. JHE-364 (Faculty and Grad student went on the inspection) – Missing base spill kit. JHE-223 (Civil officially owns this room), Both Departments do the inspections in this room. Can this room be listed on both Dept. inspection sheets? Shared fume cabinet was extremely cluttered and looked like was being used for storage. Will contact Chemical Chair the Civil Dept. and discuss how to clear out fume cabinet. Gave new stickers for fridge.
3. Engineering Physics/CEDT	Yes. Offices – No hardcopy submitted (P. Jonasson performed inspection)
4. Civil Engineering	No.
5. Electrical Engineering	Yes. Offices – some floor clutter. Nothing major.
6. Engineering 1	Yes. Nothing major.
7. Mechanical Engineering	Yes. Hallways – bulbs burnt out. Nothing major.
8. BTech	No.
9. CAS	Yes. Offices. Lab had lead solder and quarantined it off – should use lead-free
10. SEP	No.
11. Materials Science & Eng.	Yes. Ceiling tiles. Nothing major.
12. General Engineering	Yes. Offices/hallways. Minor concerns.

6. Central Committee Minutes/Incidents

None	
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7. Other Business

1. Elizabeth Takacs is retiring. This is her last meeting. The committee wishes her well and thanks her for service on the JHSC.	
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8. JHE Restructuring

1. ETB-B107 – this room is changing from a lab to something different. We will need to follow up on this change when a decision is made	
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Motion to adjourn: 1st by D. Keller and 2nd by T. Ackland

*NEXT MEETING: Wednesday, September 14, 2016 in JHE-A114 at 9:30am.

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