

Faculty of Engineering
Joint Health and Safety Committee Minutes
October 12, 2016
9:30 am, JHE-114

Management Member	Department	Attendance
Robert Fleisig	Engineering 1	Regrets
Fei Geng	BTech	Absent
Wenbo He	Computing and Software	Absent
Doug Keller - (<i>Certified Member</i>)	Management Cert. Member	Absent
Vladimir Mahalec	SEP	Absent
David Novog	Engineering Physics	Present
Nigel Schofield - (<i>Co-Chair</i>)(<i>Certified Member</i>)	ECE	Regrets
Ghani Razaqpur	Civil Engineering	Absent
Stephen Tullis	Mechanical Engineering	Present
Carm Vespi	Alumni	Absent
Todd Hoare	Chemical Engineering	Regrets
Igor Zhitomirsky	Materials Science	Regrets
Worker Member	Department	Attendance
Tyler Ackland	Electrical Engineering	Absent
Dulcie Amaral	SEP	Present
Paula Gremmen	BTech	Regrets
Peter Jonasson	Engineering Physics	Absent
Frances Lasowski	CUPE – Unit 2	(on Leave)
Adam Lenarcic	CUPE – Unit 1	Present
Michael Lee	Mechanical	Present
Ed McCaffery	Materials Science	Regrets
John Nakamura (<i>Co-Chair</i>)	Computing and Software	Present
New member needed	Civil	
Florence Rosato	Mechanical	Regrets
Doris Stevanovic (<i>Certified Member</i>)	CEDT	Regrets
Timothy Stephens (<i>Certified Member</i>)	Chemical Engineering	Present
New member needed	MMRI	-
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>No changes required. Could not approve September 2016 Minutes, we did not have quorum.</p>	
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2. Business Arising

<p>1. Hatch Building Update (Norm Hawton updated Committee on the following issues):</p> <ul style="list-style-type: none"> - Contractors are working on exterior of building - Hoping to get occupancy by March 2017 - Next few weeks sidewalks need to be done prior to the ground freezing - By the end of this month, poured concrete for the sidewalk/6 overhead bay doors – sidewalk will be available for pedestrians - East side of building – extra wide paved area - and end of month asphalt and sidewalks will be done - JHE is not a sprinkler building, but Hatch is and because they are adjacent, sprinklers are being put in this adjacent area and piping and hangers in place. Trying to get the sprinkler mains in place. Still have to poke through the wall into JHE - Hatch will tie into JHE this week – chilled water will be unavailable (approx.. 8 hr shutdown) – will advise the community (building notice) - This does not affect domestic water supply - Facility Services will be taking over the responsibility of remaining windows (if anything further needed for Hatch – contract will be considered complete). <p>2. Room Inspection Summary Lists</p> <p>The following Lists were collected:</p> <ol style="list-style-type: none"> 1. Computing and Software 2. Materials Science & Engineering 	
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<p>3. Mechanical Engineering</p> <p>3. Terms of Reference (Update)</p> <p>-D. DeMan: Will send an Appendix 2 update.</p> <p>- In process of application to teach (Part 2 can be now done in-house instead of sending outside of university) This is instead of doing our standard EOHSS Training Course.</p> <p>– Will be 2 full days of training and offered several times a year. Get section for Appendix 2.</p> <p>4. Fire Alarm Update</p> <p>- Facility Services are still waiting to hear about the budget for the project. They will then do the design and apply for the permits and move forward with the recommendations, hopefully by early 2017.</p>	
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3. New Business

<p>D. DeMan: EOHSS has a new Drone Application on their website.</p> <p>- In place mostly because of the Helipad.</p> <p>- If using Drones for research, you have to fill out a flight application certificate supplied through Transport Canada and found on EOHSS Website.</p> <p>- If for recreation, there are the Guidelines on the Transport Canada Website.</p>	
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4. Incident Reports

<p>1. Main St. – outside ETB: Individual fell while crossing street, injuring head. First Aid kit in ETB was used to treat. – No apparent workplace contributing factors identified.</p>	
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5. Safety Reports

AREA	REPORT SUBMITTED
1. MMRI	No
2. Chemical Engineering	No
3. Engineering Physics/CEDT	No – but should be receiving inspections at next meeting
4. Civil Engineering	No

5. Electrical Engineering	No
6 Engineering 1	No
7. Mechanical Engineering	Yes. Nothing major
8. BTech	No
9. CAS	No
10. SEP	No
11. Materials Science & Eng.	Yes. Submitted electronically to G. Riddell
12. General Engineering	Yes.

6. Central Committee Minutes/Incidents

None	
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7. Other Business

None	
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8. JHE Restructuring

None	
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Motion to adjourn: Did not have quorum

*NEXT MEETING: Wednesday, November 9, 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