

Faculty of Engineering
Joint Health and Safety Committee Minutes
December 14, 2016
9:30 am, JHE-114

Management Member	Department	Attendance
Robert Fleisig	Engineering 1	Present
Fei Geng	BTech	Regrets
Wenbo He	Computing and Software	Regrets
Todd Hoare	Chemical Engineering	Present
Doug Keller - (<i>Certified Member</i>)	Management Cert. Member	Present
Vladimir Mahalec	SEP	Absent
David Novog	Engineering Physics	Absent
Ghani Razaqpur	Civil Engineering	Present
Nigel Schofield - (<i>Co-Chair</i>)(<i>Certified Member</i>)	ECE	Present
Stephen Tullis	Mechanical Engineering	Regrets
Carm Vespi	Alumni	Absent
Igor Zhitomirsky	Materials Science	Regrets
Worker Member	Department	Attendance
Tyler Ackland	Electrical Engineering	Present
Dulcie Amaral	SEP	Present
Paula Gremmen	BTech	Present
Monica Han	Civil	Present
Peter Jonasson	Engineering Physics	Absent
Frances Lasowski	CUPE – Unit 2	(on Leave)
Michael Lee	Mechanical	Present
Adam Lenarcic	CUPE – Unit 1	Present
Heera Marway	MMRI	Present
Ed McCaffery	Materials Science	Regrets
John Nakamura (<i>Co-Chair</i>)	Computing and Software	Present
Florence Rosato	Mechanical	Regrets
Doris Stevanovic (<i>Certified Member</i>)	CEDT	Regrets
Timothy Stephens (<i>Certified Member</i>)	Chemical Engineering	Absent
New member needed	MMRI	-
Teresa Trimboli	Computing and Software	Regrets
Kent Wheeler	Civil	Present
New member needed	Biomedical	-
Jessica Anderson (starting in January 2017)	Engineering 1	-
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>No changes required in November Minutes. Approval of the November 2016 Minutes 1st by P. Gremmen and 2nd by D. Keller.</p>	<p>November 2016 Minutes submitted to EOHSS on January 9, 2017</p>
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2. Business Arising

<p>1. Hatch Building Update (email from Norm Hawton):</p> <p><i>1. Ventilation: Majority of work in the lab and study space is complete. Exhaust fan install and controls to be complete by end of December. Coordination for access to space being co-ordination through Ron Lodewyks and Leslie Kocsis.</i></p> <p><i>2. Side Walk Status: One section of sidewalk needs to be graded as slope exceeds maximum of 6%. Will be complete December 2016. Exterior Cladding taking place December 2016. Once exterior Cladding is complete, the construction hoarding will pull back and sidewalk on north side of College Cres will be available for pedestrians.</i></p> <p><i>3. Completion Date: March 2017. The schedule should have the finishes inside JHE complete by the time staff return beginning of January 2017.</i></p> <p><i>4. JHE Office disruption – sprinklers. Sprinkler piping in JHE Rms 211/A, 212/A 212/B and 213/B will be coordinated with occupants for mid-December.</i></p> <p><i>*A working group is looking at activities that are going to be held in the new HATCH building. EOHSS will be the contact with the procedures for student run issues that might arise.</i></p> <p>2. New members: Heera Marway (MMRI) and Monica Han</p>	
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(Civil) are new members welcomed to the Committee.

3. Room Inspection Summary Lists

None

4. Room inspections – Lab inspections – extra eyes – nothing further scheduled.

5. Review Terms of Reference

Waiting on Appendices. EOHSS applied to teach part 2 in house. Assessment will be next week. Should know by early 2017 if it can be taught at McMaster.

3. New Business

Fire Alarm update:

Waiting for response from Dean's office regarding quote for upgrades to the Fire Alarms in JHE.

Eng Phys and Mechanical Eng quotes areas are included in the full fire alarm quote, which includes installing strobes.

Recommendation from EOHSS for right now is to put a procedure in place to notify individuals that an alarm is going off or cease operations until the necessary upgrades are complete.

Vote: Committee to send an informal letter this month to Dean's Office on the status of this upgrade.

Nigel Schofield 1st and Doug Keller 2nd. Vote passed. Motion Carried

If not happy with response, Committee to send a Formal Recommendation where a response would have to be given with 21 days.

4. Incident Reports

None.

- Note: Winter months have arrived. Slow down and take your time. Keep to the paths. Report any unsafe areas to Facility Services.	
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5. Safety Reports

AREA	REPORT SUBMITTED
1. MMRI	No. Ancaster building is sold so no inspections need to be done here anymore – remove from list.
2. Chemical Engineering	No
3. Engineering Physics/CEDT	No
4. Civil Engineering	Yes (ADL) – Civil No
5. Electrical Engineering	No rooms, but w/o put in for dumpster that are blocking the door by loading dock
6. Engineering 1	No
7. Mechanical Engineering	Yes
8. BTech	Yes. ETB-B117 a couple ceiling tiles out of place. w/o put in. Hallways 3 rd floor – lights were all out at night and it was very dark. It is now fixed. Front of the building is still dark when you are walking at night time. Main St Side – w/o put in.
9. CAS	Yes. General inspections – stairwells, some lights out
10. SEP	No
11. Materials Science & Eng.	No
12. General Engineering	No

6. Central Committee Minutes/Incidents

Chasing the peak is still a major issue that is being discussed campus wide. The university will try to continue to make improvements.	
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7. Other Business

None	
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8. JHE Restructuring

Ancaster Bld is no longer under our ownership so it needs to be removed from inspection list.	
Chem Eng: JHE-362, 365 – under construction, because of	

restructuring (they were labs under a different dept). D. Keller to send J. Nakamura the information. Mech Eng: JHE-310 is now the new Administration Office and JHE-316 is now a research office. M. Lee to send this update to J. Nakamura.	
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Motion to adjourn: D. Keller and A. Lenarcic.

*NEXT MEETING: January 11, 2017 in JHE-A114 at 9:30am.

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