

**Faculty of Engineering**  
**Joint Health and Safety Committee Minutes**  
**February 8, 2017**  
**9:30 am, ITB-201**

<b>Management Member</b>	<b>Department</b>	<b>Attendance</b>
Nabil Bassim	Materials Science	Present
Robert Fleisig	Engineering 1	Present
Fei Geng	BTech	Absent
Wenbo He	Computing and Software	Regrets
Todd Hoare	Chemical Engineering	Regrets
Doug Keller - <i>(Certified Member)</i>	Management Cert. Member	Regrets
Vladimir Mahalec	SEP	Absent
David Novog	Engineering Physics	Regrets
Ghani Razaqpur	Civil Engineering	Absent
Nigel Schofield - <i>(Co-Chair)(Certified Member)</i>	ECE	Present
Stephen Tullis	Mechanical Engineering	Present
Carm Vespi	Alumni	Absent
<b>Worker Member</b>	<b>Department</b>	<b>Attendance</b>
Tyler Ackland	Electrical Engineering	Present
Dulcie Amaral	SEP	Regrets
Jessica Anderson	Engineering 1	Present
Paula Gremmen	BTech	Present
Monica Han	Civil	Regrets
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	Absent
John Nakamura <i>(Co-Chair)</i>	Computing and Software	Present
Florence Rosato	Mechanical	Regrets
Doris Stevanovic <i>(Certified Member)</i>	CEDT	Present
Timothy Stephens <i>(Certified Member)</i>	Chemical Engineering	Present
New member needed	MMRI	-
Teresa Trimboli	Computing and Software	Regrets
Kent Wheeler	Civil	Regrets
New member needed	Biomedical	-
<b>Consultants/Guests</b>	<b>Department</b>	<b>Attendance</b>
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>Minor wording change required in January 2017 Minutes. Approval of the January 2017 Minutes 1<sup>st</sup> by T. Ackland and 2<sup>nd</sup> by D. Stevanovic.</p>	<p>January 2017 Minutes submitted to EOHSS on February 9, 2017</p>
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## 2. Business Arising

<p><b>1. Hatch Building Update:</b></p> <p>- No major updates to discuss. Occupants should be occupying building in April 2017.</p> <p><b>2. Room Inspection Summary Lists</b></p> <p>None</p> <p><b>3. Room inspections – Lab inspections – extra eyes</b></p> <p>None</p> <p><b>4. Review Terms of Reference</b></p> <p>- Part 1 is the same, but Part 2 (6 work place hazards) is not finalized yet. EOHSS is working on wording and language. Will send to Committee when complete.</p> <p><b>5. Signage near gas cylinders</b></p> <p>- Not done yet. Can't open cages – they are too close to the dumpster. Facility Services should let people know the gas cylinders are stored there.</p> <p><b>6. JHE &amp; ETB elevator update:</b> Up and running. Both are now working properly</p> <p><b>7. Fire Alarm Update (Communication Report given to Nigel Schofield- see below )</b></p> <p><b>JHE Fire Alarm Issues – Report to the JH&amp;S Committee, Feb.</b></p>	<p>D. DeMan to follow up</p>
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**2017**

**Background**

The fire alarm issue has been on going in its present form since last year (Feb. 2016) and with documented problems back to 2010. The JH&S Committee members need to monitor progress and some regular feedback from Facility Services would prevent the Committee escalating the problem to a more formal level.

Mutasim Qudaih, Project Manager, Facility Services, has agreed to give an update on progress to the Faculty of Engineering Joint Health and Safety Committee (JH&S) via emails to the Chairs of the JH&S Committee by the end of the first week of each month so that we can report it to the JH&S Committee meeting the following week?

**Progress**

Mutasim Qudaih has received an email from the University's consultant stating that we would be ready to tender this project on 3<sup>rd</sup> week of February 2017.

Therefore a contractor shall be on board end of this month (Feb. 2017). The estimated work should be completed by April (2017). However this might overlap with the exams schedule. Facility Services might be required to defer the commission to a later time if it happens to fall during exams week. Exact dates will be known and coordinated with the successful bidder prior to work commencing to avoid any disturbance during exams week

**Contact**

Mutasim Qudaih

Project Manager, Facility Services

McMaster University

1280 Main St. West, CSB #121; Desk: 905-525-9140 x26039;

Cell: 289-684-2172

[qudaihm@mcmaster.ca](mailto:qudaihm@mcmaster.ca)

**3. New Business**

Welcome Nabil Bassim (Materials Science & Engineering, Management Member)	
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#### 4. Incident Reports

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| <p>1. JHE-207: While using table saw to cut small piece from wood plank, piece of wood ejected as fence too close to blade, striking worker on wrist. Supervisor reinstructed worker to use different machine to cut small pieces of wood.</p> <p>2. JHE-A106: While completing mixing test (15 L column with 0.003mol/L of sodium hydroxide/air bubbled through at approx. 10L/min) surge of air caused approx. 2L of mixture to overflow and small amount splashed onto student's pant leg. Supervisor confirmed that means of preventing air surges, in-line regulator, will be installed on air supply of unit.</p> |  |
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#### 5. Safety Reports

AREA	REPORT SUBMITTED
1. MMRI	No.
2. Chemical Engineering	No.
3. Engineering Physics/CEDT	Yes. Finished ETB Offices. Occupants of these offices want better temperature regulations. All Undergrad labs in BSB and ABB – nothing major – mostly housekeeping. BSB basement room – storage cupboard, there is a fire extinguisher that has not been checked. Put it back on the list or remove it. Light fixtures need replacing. Door sign need on lab. BSB-B204 is a new student lounge, need to update list
4. Civil Engineering	Yes. – Mostly Faculty offices and Hallway outside JHE-220. Minor Housekeeping issues
5. Electrical Engineering	Yes. 13 Grad offices. Working with supervisor re: Clearance between 2 work stations. W/O to replace lights in about 1/2 the offices.
6. Engineering 1	No.
7. Mechanical Engineering	Yes. Tiles, Ductwork/burned out lightbulbs.
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/Incidents

None.	
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## 7. Other Business

<p>D. Stevanovic: During Eng Phys/CEDT Departmental Safety Meeting, discussion regarding grad student storage closet. When cleaning it up, they found radioactive sources. (Previous contact: Health Physics, but others have been using this closet)</p> <p>Note: beware of your surroundings when clean up. Don't know what you might find.</p>	
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## 8. JHE Restructuring

<p>ETB-311A – Prep room not an office. Need to update in on-line inspection system when the switch is made. Not done yet.</p> <p>ITB-236 – shared space with CAS. J. Nakamura will continue to inspect. And ITB-A316 – T. Ackland will inspect (if it is located in the Annex)</p> <p>Ancaster Building – new rental – Student Club Space (for solar car) Are inspections being done?</p> <p>D. DeMan has not heard back (Kelton Friedrich). Will update committee when information received.</p>	
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Motion to adjourn: 1<sup>st</sup> T. Ackland and 2<sup>nd</sup> P. Gremmen.

NEXT MEETING: Wednesday, March 8, 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](mailto:ginny@mcmaster.ca)