

Faculty of Engineering
Joint Health and Safety Committee Minutes
April 12, 2017
9:30 am, ITB-201

Management Member	Department	Attendance
Nabil Bassim	Materials Science	Regrets
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	Present
Vladimir Mahalec	SEP	Absent
David Novog	Engineering Physics	Regrets
Ghani Razaqpur	Civil Engineering	Absent
Nigel Schofield - (<i>Co-Chair</i>) – Stepping Down	ECE	Regrets
Stephen Tullis	Mechanical Engineering	Present
Carm Vespi	Alumni	Absent
Worker Member	Department	Attendance
Tyler Ackland	Electrical Engineering	Absent
Dulcie Amaral	SEP	Present
Jessica Anderson	Engineering 1	Regrets
New Member needed	BTech	Regrets
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
Timothy Stephens (<i>Certified Member</i>)	Chemical Engineering	Present
Doris Stevanovic (<i>Certified Member</i>)	CEDT	Present
New member needed	MMRI	-
Teresa Trimboli	Computing and Software	Present
Kent Wheeler	Civil	Regrets
New member needed	Biomedical	-
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: _____ (Stepping down)</p> <p>John Nakamura, Worker Co-Chair: _____</p> <p>Some changes were required and corrected to the March 2017 Minutes. Approval of the March 2017 Minutes 1st by D. Stevanovic and 2nd by S. Tullis.</p>	<p>March 2017 Minutes submitted to EOHSS on April 12, 2017</p>
---	--

2. Business Arising

<p>1. Hatch Building Update:</p> <ul style="list-style-type: none"> - No major updates to discuss. <p>2. Room Inspection Summary Lists</p> <ul style="list-style-type: none"> - None <p>3. Room inspections – Lab inspections – extra eyes</p> <p>For May 2017 room inspections for Chemical Engineering, T. Stephens will join up with D. Stevanovic (CEDT) who has offered to be extra eyes.</p> <p>T. Stephens (Chemical Engineering) has offered to be extra eyes for M. Han (Civil Engineering).</p> <p>D. Stevanovic: Spoke with someone from Faculty of Science JHSC and what they do is inspect with a worker from the lab you are inspecting to use for their set of extra eyes.</p> <p>4. Review Terms of Reference</p> <ul style="list-style-type: none"> - J. Nakamura: Edited 2 areas - (1) 5.3: Section for Certification (new wording to add to the Terms of Reference) - (2) Waiting on the change to Appendix B (for Part 2) – - Copied what was sent by D. DeMan and put an additional sentence (under Required Training) - J. Nakamura to go over with D. DeMan the courses to be 	
---	--

<p>updated in the T.O.R.</p> <ul style="list-style-type: none"> - Will be up a new version on the Faculty Website when changes are made. <p>5. Signage near gas cylinders</p> <p>D. DeMan to follow up with T. Ackland and P. Gremmen to report back if further information available.</p> <p>6. Fire Alarm Update</p> <p>D. DeMan to follow up with Mutasim Qudaih, Project Manager, Design and Construction Group, McMaster University to see if any further information available.</p>	<p>D. DeMan to follow up</p>
--	------------------------------

3. New Business

<p>1. S. Tullis - stated that his department (Mech Eng) is concerned re: Their Hallways on all floors of JHE are now going to be main access areas into the new HATCH Bld. All of the mechanical hallway doors will open into the entrance corridor to new building and individuals could get hurt.</p> <ul style="list-style-type: none"> - they recommend that the doors be switched and not open up into the busy hallway that will contain high traffic when HATCH is open - there are codes regarding the doors and which way they have to open (for fire safety) - D. DeMan to follow up with Project Manager to make sure it now meets code requirements. <p>2. Requirement for handicap doors.</p> <p>What is the standard for having handicap access?</p> <p>Send D. DeMan an email and he will forward to Accessibility Committee.</p> <p>3. N. Schofield is stepping down as Co-Chair for Management of this Committee. He had an opportunity to go back to the UK and will be finished as of end of April 2017. Faculty picks a new Manager in July 2017.</p> <p>4. NAOSH Week – May 10, 2017 – bbq and vendor fair (free</p>	<p>Dane to follow up with HATCH (proj mgr)</p> <p>Dane to forward email when he receives it.</p>
--	--

lunch for all JHSC members)

5. Health & Safety Award of Excellence – it is handed out at the bbq every year. Committee accepting nominations until April 17, 2017.

6. Ministry of Labour (visited campus twice in March 2017) – in response to a trip and fall on the sidewalk. During March 16 visit they inspected the new Wilson Building.

Orders were received that day.

- (1) Wilson Building (Belt drives on the door motors were not guarded) – hand could be caught in door - they were locked out immediately and they have now been guarded
- (2) Asked to develop a plan to identify and correct all Slips/Trips/Fall hazards on campus.
- That order has been rescinded by the Ministry because McMaster does have a program in place called Summer Works Program (funds are allotted to this program which involves repairing paths/sidewalk)

Because of the March 16th visit - An audit was conducted on campus (over 2 days) by our insurer to identify all trips/hazards – parking lots, sidewalks

Several were found and we now have inventory of hazards and prioritize to fix them through our Summer Works Program.

March 27, 2017 – Ministry responded to a slip and fall on ice – an employee fractured their ankle – no order issued because of that but it led to an inspection of BSB.

- Mechanical Room - the eye wash shower was not working properly – not enough flow – order issued and it is fixed now.

4. Incident Reports

1. JHE-A106: Individual lowered hand press, handle was loose and slipped off, scratching hand. Supervisor arranged for han-

<p>dle to be permanently attached to hand press.</p> <p>2. ETB-311: While unplugging a hotplate with beaker placed on top, student's hand slipped and beaker broke, resulting in cut to hand. Supervisor reinstructed student to ensure glassware is always removed prior to shutting down equipment.</p> <p>3. JHE-207: While unclamping threaded bar from bandsaw, bar fell and student caught bar, cutting two fingers. Supervisor instructed student to ask for assistance when working on bandsaw with large or awkward items.</p> <p><u>Annual Incident Report Summary</u> – D. DeMan will circulate to Committee. The number of incident are down significantly (mostly because of the removal of sport related incidents)</p>	<p>Dane sent report to G. Riddell and she forwarded to Committee on April 13, 2017</p>
--	--

5. Safety Reports

AREA	REPORT SUBMITTED
1. MMRI	No.
2. Chemical Engineering	No.
3. Engineering Physics/CEDT	<p>Yes. 2 labs. (ETB)</p> <ul style="list-style-type: none"> -Water rusty at the start of turning on tap for first few minutes. w/o submitted - Both eye wash stations were checked. - Need to inform occupants of 3rd Fl ETB who their First Aid (certified) contact is in ETB. They believe the closest contact is in ITB. - General housekeeping. (freezer needs defrost) - ETB-Optics lab: Update door signs. No regular cleaning schedule, w/o put in to re-establish. - Lighting issues – too dark outside Biointerface Lab (check with Dept. of Science/Marta Princz/Leanne Brown contact)
4. Civil Engineering	Civil - Will hand in Yearly Summary (M. Han) Rec'd ADL Bld. From Civ Dept.
5. Electrical Engineering	No.
6. Engineering 1	No.
7. Mechanical Engineering	Yes. Minor Housekeeping
8. BTech	No.
9. CAS	No.
10. SEP	No.
11. Materials Science & Eng.	Yes. – Emailed to G. Riddell

12. General Engineering	No.
-------------------------	-----

6. Central Committee Minutes/Incidents

Nothing.	
----------	--

7. Other Business

Nothing.	
----------	--

8. JHE Restructuring

Terry Wagg (MMRI) has been overseeing Health & Safety Concerns for the Ancaster Building.	
---	--

Motion to adjourn: 1st R. Fleisig and 2nd S. Tullis.

NEXT MEETING: Wednesday, May 10, 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