Faculty of Engineering Joint Health and Safety Committee Minutes January 10, 2018 9:30 a.m., JHE-A114

Management Member	Department	Attendance
Robert Fleisig	Engineering 1	Regrets
Fei Geng	SEPT (BTech/SEP)	Regrets
Peijun Guo	Civil Engineering	Regrets
Wenbo He	Computing and Software	Absent
Doug Keller - (Certified Member)	Management Cert. Member	Present
Vladimir Mahalec	SEPT (BTech/SEP)	Absent
Dmitri Malakhov (Co-Chair)	Materials Science	Present
David Novog	Engineering Physics	Regrets
Shahin Sirouspour	Electrical Engineering	Absent
Stephen Tullis	Mechanical Engineering	Present
Carm Vespi	Alumni	-
Li Xi	Chemical Engineering	Present
Worker Member	Department	Attendance
Tyler Ackland	Electrical Engineering	Absent
Jessica Anderson	Engineering 1	Present
Vacant	Engineering Physics	-
Monica Han	Civil	Present
Frances Lasowski	CUPE – Unit 2	-
Michael Lee (John Colenbrander for M. Lee)	Mechanical	Regrets
Adam Lenarcic	CUPE – Unit 1	Present
Vacant	Biomedical	-
Heera Marway	MMRI	Present
Ed McCaffery	Materials Science	Regrets
John Nakamura (<i>Co-Chair</i>)	Computing and Software	Present
Leela Pilli (new)	iBiomed	-
Christine Rich	SEPT (BTech/SEP)	Present
Timothy Stephens (Certified Member)	Chemical Engineering	Present
Doris Stevanovic (Certified Member)	CEDT	Present
Kent Wheeler	Civil	Present
Consultants/Guests	Department	Attendance
Leah Allan	EOHSS	Regrets
Dane DeMan	EOHSS	Present

ISSUES FOR CENTRAL TO ADDRESS	Action Items
None	

1. Minutes and Announcements

Minutes Approval:	
Dmitri Malakhov, Management Co-Chair:	
John Nakamura, Worker Co-Chair:	December 2017 Minutes
Minor changes to the December 2017 minutes. Approved 1 st by	submitted to EOHSS on January 12, 2018

2. Business Arising

Room	Inspection Summary Lists (Sept. – August 2017)	
- None	2	
Room	inspections – Lab inspections – extra eyes	
- None		
Gas cy -	ylinder cage quote (Committee discussed many options) Email was sent to Deans Office with a proposal to use chains to hold up the gas cylinders. Waiting for approval.	
-	D. Keller explained what was in the proposal and a discussion was held re: what is involved, thoughts and ideas on this solution.	
Signa	ge for fire extinguishers – recommendation	
-	Write a recommendation. (Email attachment had been sent to the committee to read over and a discussion was held)	
-	We are currently meeting code requirements	
-	Should extra steps be taken, or should this issue be shelved from further discussion?	
-	EOHSS – small contained fires should only use fire extinguisher, it is recommended if any doubt – leave the building	
-	Should we distribute D. Malakhov's list to the Faculty of Engineering (76 hidden extinguishers) (Cost and time to look into this further was discussed)	
	<u>n</u> : To send formal recommendation for signage for the extinguishers Deans Office.	
-	2 nd – D. Keller	
-	<u>Vote</u> : 7 yes 4 no and 3 abstain	
Yes to respon	send formal recommendation to Dean's Office and wait for use.	

3. New Business

1. Facility Services	
- Response time is not acceptable in some instances.	
- Discussion: some work orders are important for safety reasons (fume	
hoods, air quality, cleaning of diffusers etc.)	
- Prioritize work by security	
 We have written/complained and nothing has been done 	
- Requests are prioritized by urgency	
- Cleaning staff are understaffed	D. DeMan will invite a
- It was suggested to invite a customer service representative from	representative
Facilities to our February 2018 Meeting to answer questions.	representative
2. Fire Alarms – Update	
- A building-wide fire alarm upgrade was done (a couple of rooms had	
issues:	
- JHE-A302A – could they hear alarm? – Facility Services to add	
additional bells	
- JHE-A406 – Testing was done - a bell was placed above the desk –	
sound level was a concern because of the loudness	
- Facility Services are planning modifications (to move alarm)	
- D. DeMan's recommendation is that nobody should be exposed to bells	
for longer than a few minutes – the first priority is getting out of the	
building.	
bunding.	
3. Training – tracking students training records	
- The Administrative Co-ordinator has access to training records in	
MOSAIC if not accessible, contact EOHSS	
- To see dates for training – now you need to log in first to be able to see	D. DeMan to check how
them (Dane DeMan to check into this)	to see the dates for
- The committee would like to be able to see a list of safety courses that	training
5	
cannot be taken online (as well as the online courses)	

4. Incident Reports

IN T	
None	

5. Safety Reports

AR	EA	REPORT SUBMITTED
1.	CAS	Yes. General areas inspected. Fire extinguishers need
		updating - Nothing major
2.	Chemical Engineering	No.
3.	Engineering Physics/CEDT	No.
4.	Civil/ADL Engineering	Yes. Received after meeting (ADL)
5.	General	No.
6.	iBiomed	No.
5.	Electrical Engineering	No.
6	Engineering 1	No.

7. Mechanical Engineering	No.
8. Materials Science & Eng.	No.
9. MMRI	Yes. Update from previous inspection - Lights have been
	fixed from the stairwell Nothing major
11. General Engineering	No.
12. SEPT	No.
	 Nothing handed in, but a discussion was started involving the following: #88 notices. Should be on the telephones #88 posters are available on line that can be printed but will be updated shortly so wait for the update. Of note: there is an updated Campus Fire Safety Plan and the poster is part of the plan) – needs to go to the
	Fire Department for approval – should have feedback in 90 days. The poster will now include (905) 525- 4135 (this numbers acts like #88 from cellphone)

6. Central Committee Minutes/Incidents

Last Minutes were from October 2017	
- Dane DeMan has been promoted to Team Lead	
- "Heads up" Campaign for students	
- "Don't Let Winter Get You Down" Campaign	
Get WHMIS 2018	
If heat is not back on in your office and at least 15 degrees, you can go to Supervisor but it is recommended you call customer service x24740	

7. Other Business

None.

8. JHE Restructuring

I	None.	

Motion to adjourn: 1st S. Tullis and 2nd D. Stevanovic

NEXT MEETING: Wednesday, February 14, 2018 in JHE-A114 at 9:30am.

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