

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

NOTE: Quorum was not met for the May meeting. Therefore, Minutes are for informational purposes only.

Management Member	Department	Attendance
Robert Fleisig	Engineering 1	Regrets
Fei Geng	SEPT (BTech/SEP)	Regrets
Peijun Guo	Civil Engineering	Absent
Wenbo He	Computing and Software	Regrets
Doug Keller - (<i>Certified Member</i>)	Management Cert. Member	Regrets
Vladimir Mahalec	SEPT (BTech/SEP)	Absent
Dmitri Malakhov (<i>Co-Chair</i>)	Materials Science	Present
David Novog	Engineering Physics	Regrets
Vacant	Electrical Engineering	-
Stephen Tullis	Mechanical Engineering	Present
Carm Vespi	Alumni	-
Li Xi	Chemical Engineering	Regrets
Worker Member	Department	Attendance
Tyler Ackland	Electrical Engineering	Absent
Jessica Anderson	Engineering 1	Present
Vacant	Engineering Physics	-
Monica Han	Civil	Present
Michael Lee (<i>Nicole McLean in his absence</i>)	Mechanical	Present
Adam Lenarcic	CUPE – Unit 1	Present
Vacant	Biomedical	-
Heera Marway	MMRI	Present
Ed McCaffery	Materials Science	Absent
John Nakamura (<i>Co-Chair</i>)	Computing and Software	Regrets
Leela Pilli	iBiomed	Absent
Christine Rich	SEPT (BTech/SEP)	Present
Timothy Stephens (<i>Certified Member</i>)	Chemical Engineering	Regrets
Doris Stevanovic (<i>Certified Member</i>)	CEDT	Regrets
Kent Wheeler	Civil	Absent
Consultants/Guests	Department	Attendance
Leah Allan	EOHSS	Present
Nicole McLean	Mechanical	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: _____ April 2018 Minutes could not be approved because we did not have quorum.	April 2018 Minutes submitted to EOHSS on May 15, 2018
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2. Business Arising

1. Room Inspection Summary Lists – JHE-123 – D. Malakhov will follow up with Deans Office to find out who inspects, or used to inspect this room. It is on the wrong list (not Materials Department.) JHE-A305 and 305/A – CEDT – On wrong list (not Materials)	
2. Room inspections – Lab inspections – extra eyes - None	
3. JHE-A204 – diffuser is not working. - Air quality in this room is bad and the door is left open - Requested an air quality inspection (pending) - Ventilation should be inspected	
4. Annual Report - Lab inspections – are qualified personnel doing the inspections? - EOHSS would help with general comments for inspections and not giving “qualified” inspection input. - Lab Supervisors will know who should be inspecting the labs because they know who has expertise in which areas. - M. Lee – their Department has a folder on cabinet that shows what can be stored in the cabinet or not stored – to help - S. Tullis – our inspections are not to be done by someone who has an in-depth knowledge of every lab, but sensible inspections of the labs is what is expected.	
Active participation in meeting? - Why are more individuals involved than others? - Discussion of this comment among committee members - D. Malakhov will send email asking committee to offer input into the Annual Report. Share your remarks with the Dean for the Annual Report.	

3. New Business

Follow up Discussion regarding Duct-Cleaning and our involvement in the issue moving forward. - Duct Cleaning and the design for 3 Senior Capstone Projects:	
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<p>(Emails have been sent to 3 instructors to ask about interest in Capstone Projects)</p> <ul style="list-style-type: none"> - A great idea, but not something we should be actively engaged in - We can suggest that there is a potential health issue, and then we forward to Facility Services. They are responsible for any further involvement in this issue/suggestion. - It is not the responsibility of the Committee, it is our role to bring up issues/concerns, forward our concerns to the appropriate individual/Department. 	
<p>Who inspects HATCH Building?</p> <ul style="list-style-type: none"> - The Deans office stated that we should wait until they report back to the Committee with an individual who will be responsible for the inspection of HATCH. - D. Malakhov will follow up if information becomes available. 	
<p>M. Lee – Introduced a new member who will attend meetings in the absence of Michael Lee. New member is Nicole McLean.</p>	

4. Incident Reports

<p>1. ETB-311: (BTECH) While preparing microscopy slide, student leaned too closely to Bunsen burner and hair caught on fire. Bunsen burning used had a weak flame and was difficult to see, student didn't realize it was on. Supervisor advised students to ensure Bunsen burners are turned off when not being used. Supervisor to replace Bunsen burner with burners with stronger flame and audible sound. Consider alternative approaches to aseptic techniques, reduce burner usage.</p>	
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5. Safety Reports

AREA	REPORT SUBMITTED
1. CAS	No.
2. Chemical Engineering	No.
3. Engineering Physics/CEDT	No.
4. Civil/ADL Engineering	Yes. Received hard copy from Civil Dept – 5/23/18
5. General	No.
6. iBiomed	No.
5. Electrical Engineering	No.
6 Engineering 1	No.
7. Mechanical Engineering	Yes. Will receive hard copy from M. Lee. JHE-A110 (Fire extinguisher is needed) Put in work order.
8. Materials Science & Eng.	No.
9. MMRI	No.
10. SEPT	No.

6. Central Committee Minutes/Incidents

None	
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7. Other Business

- NOASH Bbq is this week. Committee members are invited . Safety Fair.	
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8. JHE Restructuring

None	
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Motion to adjourn: 1st A. Lenarcic and 2nd S. Tullis.

NEXT MEETING: Wednesday, June 13, 2018 in JHE-A114 at 9:30am.

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