

**Faculty of Engineering**  
**Joint Health and Safety Committee Minutes**  
**Aug. 8, 2018**  
**9:30 a.m., JHE-A114**

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

<b>ISSUES FOR CENTRAL TO ADDRESS</b>	<b>Action Items</b>
None	

## 1. Minutes and Announcements

<p>Minutes Approval:</p> <p>Dmitri Malakhov, Management Co-Chair: _____</p> <p>John Nakamura, Worker Co-Chair: _____</p> <p>Doris asked that changes be made to July 2018 Minutes, Sec. 3. New Business, DSA, to clarify the first sentence. Doug commented that the lead nitrate compound is a course powder.</p>	
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## 2. Business Arising

<p><b>1. Room Inspection Summary Lists</b></p> <p>Due in September – a summary list indicating that all rooms within your area have been inspected in the calendar year.</p>	
<p><b>2. Room inspections – Lab inspections – extra eyes</b></p> <p>Chem Eng. Labs with Tim – contact Doris</p>	
<p><b>3. Hatch Building -inspections</b></p> <ul style="list-style-type: none"> <li>- C. Berwick will be inspecting the Hatch Building temporarily.</li> <li>- He has so far inspected the main student workshop on the first floor</li> <li>- Because he is not an official member of JHSC, as long as a Worker member from our Committee goes along on the inspections (or vouches for the inspections), the inspections are admissible.</li> <li>- His Union is appointing him and will give their ok to accept him temporarily to this Committee.</li> <li>- D. Malakhov to have an informal discussion about inviting him to attend our meetings until replacement takes over.</li> </ul>	
<p><b>4. Record of Designate Substance Assessment – Lead</b></p> <ul style="list-style-type: none"> <li>- Doris asked that the DSA address the potential for a spill of the substance in its powder or solution form and how to properly deal with clean-up and disposal.</li> </ul>	<p>Tim to ask researchers in Chem. Eng. to modify DSA.</p>

### 3. New Business

<p><b>1. Fire Wardens</b></p> <p>It was brought to the committee's attention that there is a shortage of Fire Wardens. None were present at the main entrance to JHE during the fire alarms this summer. - No one to cover wardens on vacation. There are not enough volunteers.</p> <p>More wardens are needed than one might think. There should be a minimum of one person per floor. Can there be a system in place to determine if fire wardens are present? How do we address this problem?</p> <p>A lengthy discussion occurred regarding fire alarms. Some people don't take the sound of a fire alarm seriously.</p> <p>Concerns are that people still enter a building during sounding fire alarms, through side doors and via the bridge between ABB and JHE Annex.</p>	<p>Ask Hospitality person from JHE- Fireball café to cover main entrance.</p>
<p><b>2) Notifying Users/stakeholder about disabling safety systems</b></p> <p>Several incidents occurred while contract work was being done. Fire alarm went off during hot work – fire alarms went off. Exhaust lines and fans disconnected and shut off.</p> <p>There seems to be a lack of communication between Facility Services, contractor and stakeholders.</p>	<p>Cheryl to send out a building notification asking for more fire warden volunteers. Mini awareness campaign by EOHSS suggested.</p>
<p><b>3) Record Keeping</b></p> <p>How do the various departments keep track of the required EOHSS training, site specific and departmental specific training? Can this all be done in MOSAIC?</p>	<p>Dmitri, Leah Allan and Doris to discuss this in a sub- committee.</p>

### 4. Incident Reports

<p><b>1. Camp Incidents</b></p> <p>Cheryl gave a review of the camp related incidents.</p> <p>There were 20 incidents in total:</p> <p>6 glue gun incidents (an overall decrease from previous years) - although children were wearing appropriate protective gloves</p> <p>3 soldering incidents – children are required to wear protective gloves</p> <p>1 cut on finger during a dissection using scissors</p> <p>1 cut/scrape</p> <p>1 child feeling unwell while touring greenhouse – hot conditions inside</p> <p>1 trip outdoors</p> <p>1 slip on wet floor in pool change room. Child hit their head.</p> <p>1 trip on stairs</p> <p>1 contact of Borax in eye. Child was wearing goggles but removed them to clean them.</p>	
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## 2. JHE-109 Burn to finger tip

Employee touched a die heating band. Signage will be put in place

Employee advised to always wear protective gloves. Extra arm guards should be worn if wearing short sleeves. Doug suggested seeking advice from John Colenbrander.

## 3. Strong Odour – JHE-364

There was a strong, rotting fish odour in the lab – not immediately identifiable. Lab was evacuated. The source was found the next day. Trimethylamine on the outside of a vial had contaminated a water bath. Can smell this chemical at low levels. Supervisor was informed. N.B. Students from different research groups use the equipment.

## 4. JHE-257C Hazardous Situation – First Aid

A summer student was putting Dimethylsulphoxide (DMSO) in a round bottom flask, in an oil bath. Flask hit edge of fume hood and liquid spilled on shoe. Running shoe was soaked in water.

Flask should have been secured with a retort stand and clamp.

It is very important to review SDSs. SDS sheet information was not assimilated. Query students to determine if the SDS information was understood.

There should be a discussion with students regarding reporting hazardous situations.

## 5. Safety Reports

AREA	REPORT SUBMITTED
1. CAS	
2. Chemical Engineering	Offices were inspected and some labs. Bookshelves not secure.
3. Engineering Physics/CEDT	Yes. TAB 110: Fire extinguishers not inspected since Sept. 2017. Facility Services contacted -now complete. Update MSDS to SDS and provide current inventory. Accessibility push button does not open door to exit building after hours. Water damage on building interior wall reported. Sharps container and new broken glass container needed. Remove chemical waste.
4. Civil/ADL Engineering	
5. General	
6. iBiomed	
5. Electrical Engineering	
6 Engineering 1	

7. Mechanical Engineering	
8. Materials Science & Eng.	
9. MMRI	Water damage reported on ceiling tiles from work done on the roof.
10. SEPT	Handed in almost done summary report
11. HATCH	

## 6. Central Committee Minutes/Incidents

None. No meetings in July and August.	
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## 7. Other Business

<p><b>7.1 Security Incident Report, Safety Hazard</b></p> <p>Doris reported an issue of not being able to get Security to disable swipe card access to a CEDT lab prior to the long weekend in August. There was contamination from a radioactive source following an experiment with Ni- 63, a weak beta emitter. The lab was isolated on the Sunday until Health Physics could assess the situation. Better communication and protocols between Health Physics, lab users, supervisors, and Security need to be in place.</p>	Follow up needed.
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## 8. JHE Restructuring

None.	
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Motion to adjourn: 10:50am

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