

For information purposes only: quorum not met

**Faculty of Engineering
Joint Health and Safety Committee Minutes
December 12, 2018**

Management Member	Department	Attendance
Robert Fleisig	Engineering 1	Present
Fei Geng	SEPT (BTech/SEP)	Absent
Wenbo He	Computing and Software	Regrets
Doug Keller - <i>(Certified Member)</i>	Management Cert. Member	Regrets
Lucian Balan	SEPT (BTech/SEP)	Absent
Dmitri Malakhov <i>(Co-Chair)</i>	Materials Science	Present
David Novog	Engineering Physics	Regrets
Vacant	Electrical Engineering	-
Sivakumaran, Ken	Civil Engineering	Absent
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	Regrets
Simon McNamee	Engineering Physics	Present
Monica Han	Civil	Present
Michael Lee	Mechanical Engineering	Regrets
Adam Lenarcic	CUPE – Unit 1 (General Eng)	Regrets
Heera Marway	MMRI	Present
Ed McCaffery	Materials Science	Regrets
John Nakamura <i>(Co-Chair)</i>	Computing and Software	Present
Leela Pilli	iBiomed	Regrets
Rambaran, Talena	CUPE	Regrets
Timothy Stephens <i>(Certified Member)</i>	Chemical Engineering	Present
Doris Stevanovic <i>(Certified Member)</i>	CEDT	Regrets
Kent Wheeler	Civil	Regrets
Vacant	General Eng	-
Vacant	SEPT (BTech/SEP)	-
Vacant	Biomedical	-
Consultants/Guests	Department	Attendance
Leah Allan	EOHSS	Present

ISSUES FOR CENTRAL TO ADDRESS	Action Items
None	

1. Minutes and Announcements

<p>Minutes Approval:</p> <p>Dmitri Malakhov, Management Co-Chair: _____</p> <p>John Nakamura, Worker Co-Chair: _____</p> <p>No changes to November 2018 Minutes. Could not be approved as we did not have quorum.</p>	
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2. Business Arising

<p>1. Room Inspection Summary Lists (September – August yearly) - None</p>	
<p>2. Room inspections – Lab inspections – extra eyes - None</p>	
<p>3. Hatch Building Discussion on progress of inspections of the HATCH building.</p> <p>- Faculty of Engineering, Deans Office, are responsible to appoint someone to inspect the Hatch Building. The Committee discussed this issue and other concerns.</p> <p>- It was suggested that the Deans Office should have their own Committee, like the other Departments do. This is not mandatory.</p> <p>- We can write up a recommendation to have another person to help the current representative.</p> <p>- To do legal inspections, does the person need to be a member of this committee? L. Allan, stated Yes, they need to be a member of the Committee.</p> <p>- N. Balfourt stated on November 16, 2018 – The Hatch building will be inspected by the end of the year.</p> <p>- J. Nakamura, with L. Allan’s input, will send a reminder to the Deans Office to have inspections done by the end of this year so we are in compliance.</p> <p>- What would be the impact of not meeting the requirements? It was recommended that we put this question in the reminder to N. Balfourt.</p>	

3. New Business

<p>SOP – Nano-particle</p> <p>- T. Stephens –The SOP only states that they are using a regular fume hood. Should they be using a laminar flow fume hood?</p> <p>- L. Allan – they are mainly using a liquid mixture and then soaking materials in that and then drying them.</p> <p>- They are mitigating most of their risks.</p> <p>- A discussion regarding fume hoods in general and the uses and proper procedures were discussed among the Committee.</p> <p>- S. McNamee – To inspect the fume hood in ETB-306, to give any additional information or recommendations.</p>	
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4. Incident Reports

There were no incident reports for the Faculty of Engineering in November 2018.	
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5. Safety Reports

AREA	REPORT SUBMITTED
1. CAS	No.
2. Chemical Engineering	Yes. 3 labs and 1 offices. Labs were good except for THF was found stored in bottle – it was worn and might crack – it was put out as hazardous waste. Light bulbs out. Another lab was very cold (not below 18 degrees) and also JHE-A407 office was also very cold. The temperature in the both rooms did get back to normal temperatures after a few days without submitting a w/o
3. Engineering Physics/CEDT	No.
4. Civil/ADL Engineering	Yes. ADL – hard copy given to G. Riddell
5. General	No.
6. iBiomed	No.
5. Electrical Engineering	No.
6 Engineering 1	No.
7. Mechanical Engineering	Yes. Hard copy given to G. Riddell
8. Materials Science & Eng.	Yes. Hard copy given to G. Riddell. Note: Ask L. Allan advice on inspecting a lab that they are having regarding an issue with fumes and chemicals in this lab.
9. MMRI	No.
10. SEPT	No.
11. HATCH	No.

6. Central Committee Minutes/Incidents

<ul style="list-style-type: none"> -Annual discussion on snow removal. - There is a potential shortage of salt, but not currently affecting us. - Grounds, maintenance crews are on full force. If you see any issues on campus please report them to Facility Services. 	
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7. Other Business

<p>L. Allan:</p> <ul style="list-style-type: none"> - Is the JHSC for Engineering interested in hearing incident reports for other areas on campus as well as Engineering's? Some areas have 3D printers, laser cutters, drill presses and seem to be used by a lot of Engineering students. These reports would not be included with the Faculty of Engineering incident reports. - The Committee members stated that they would be interested in hearing of other incidents on campus if they are relevant to Engineering and if we can learn from them. 	
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<p>Discussion on parking issues on campus:</p> <ul style="list-style-type: none"> - Personal cars are parking and driving in non-authorized spots <ul style="list-style-type: none"> - L. Allan stated that whenever you see a car in a non-traffic area, to notify Parking Department. - Facility service trucks as well as others are parking in front of our crosswalk in front of JHE and this is dangerous because you can't see around the vehicles. - Visibility of the constables on campus might keep some of the issues 	<p>L. Allan will follow up with Parking/Facility Services</p>
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8. JHE Restructuring

<p>None.</p>	
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Motion to adjourn: No motion was recorded as we did not have quorum.

NEXT MEETING: Wednesday, January 9, 2019 in JHE-A114 at 9:30am.

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