

**Faculty of Engineering  
Joint Health and Safety Committee Minutes  
February 13, 2019**

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

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

## 1. Minutes and Announcements

Minutes Approval: Dmitri Malakhov, Management Co-Chair: _____ John Nakamura, Worker Co-Chair: _____ No changes to December 2018 Minutes. – No quorum  Committee, approved January 2019 Minutes 1 <sup>st</sup> D. Keller, 2 <sup>nd</sup> D. Malakhov	January 2019 Minutes sent to EOHSS on February 13, 2019
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## 2. Business Arising

<b>1. Room Inspection Summary Lists (September – August yearly)</b> - HATCH – Received a complete list to be in compliance for the year. (July 2018 – January 2019)	
<b>2. Room inspections – Lab inspections – extra eyes</b> - None	
<b>3. Fume hood – nanoparticles</b> - S. McNamee followed up re: ETB-306 (ECE) - This fume hood has proper ventilation - It has a hood alarm on it (vent) - There is a particle detector near by - They have masks (extra) - He believes it is very sufficient re: safety to use this fume hood	
<b>4. Hatch Building Recommendation - Letter to Dean</b> <b>Discussion on progress of inspections of the HATCH building.</b> - Will not follow up on the letter originally discussing to send to Deans Office – No longer relevant.  New discussion: How will we follow up <ul style="list-style-type: none"> <li>- Is there a system in place to find out if Hatch is being inspected</li> <li>- What action will be taken in the future?</li> <li>- D. Keller – submitted a one-time volunteer inspection list to keep us in compliance</li> <li>- On-going inspections need to have a system in place</li> <li>- A member representing Dean's office that will be inspecting Hatch building needs to sit on this committee</li> <li>- New letter to be submitted – draft to first be written up and then discussed.</li> <li>- D. Malakhov and J. Nakamura to draft up a new letter and send it to EOHSS for their input and also to the committee for their comments and review.</li> </ul>	
<b>5. Mice in Engineering Building</b> -11 offices/locations that were documented as having mice in the Materials Science Department areas. - Committee to send a list of their areas affected by mice infestation to D. Malakhov – this will help us to judge the magnitude of the problem - D. Malakhov will send a complete list of all areas affected to Facility	

Services after collecting this data.	
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### 3. New Business

<p>1. S.O.P. – Laser</p> <ul style="list-style-type: none"> <li>- D. DeMan to speak to L. Allan to see if there are any comments and if so, to be brought up at the next meeting.</li> <li>-This S.O.P. is almost a carbon copy (Procedure) to another Eng Phys SOP submitted last year so no changes expected.</li> <li>- Add the cell phone number (along with the #88) (905) 522-4135 – this is the same as dialing 88, but from a cell phone</li> </ul> <p>2. Designated Substance. Lead Assessment (Civil)</p> <ul style="list-style-type: none"> <li>- L. Allan had questions re: exposure (pg. A3) and the assessment stated “no”.</li> <li>- Leave on Agenda for next meeting.</li> </ul>	
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### 4. Incident Reports

<p>1. JHE-A106: While moving a 4 enclosed tank filled with 1.4M ammonia solution the feed tube attached released a few drops and it contacted left cheek and eye. PPE including safety glasses were worn. – An additional clamp will be added to the tube to prevent dripping and in future goggles will be worn when splash hazards present.</p> <p>2. HSC-CAF: (Animal Facility) Student was bitten by mouse during animal handling training. – Student will receive additional training and experience will minimize future risk.</p>	
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### 5. Safety Reports

AREA	REPORT SUBMITTED
1. CAS	No.
2. Chemical Engineering	No.
3. Engineering Physics/CEDT	Yes. Undergrad Labs. Lightbulbs out – w/o place - Pipe leaking in Quantum Tunnel (BSB-B204) – black liquid – w/o submitted
4. Civil/ADL Engineering	Yes. Hard copy ADL received by G. Riddell (nothing major)
5. General	No.
6. iBiomed	No.
5. Electrical Engineering	No.
6 Engineering 1	No.
7. Mechanical Engineering	Yes. Hard copy received by G. Riddell – nothing major.
8. Materials Science & Eng.	Yes. Hard copy received by G. Riddell - JHE-350 Research Lab. –this lab is in complete disarray – Dept. asked L. Allan (EOHSS) to provide recommendations on how to get the improvements to this lab complete. Minor

	changes were made, but not enough for the lab to be inspected. – We are out of compliance for this room. D. Malakhov will write a letter to the Chair of the Dept. and inform him about this problem.
9. MMRI	No.
10. SEPT	No.
11. HATCH	Yes. –Received Annual inspection (D. Keller)

## 6. Central Committee Minutes/Incidents

<ul style="list-style-type: none"> <li>- Defibrillators: Faculty of Engineering paid for the defibrillators in our area.</li> <li>- Who inspects these defibrillators?</li> <li>- It is the responsibility of the Faculty of Engineering (Deans Office) and not managed Centrally.</li> <li>- We need to assign responsibility.</li> <li>- Monthly inspection check – battery and pads</li> <li>- Incorporate a procedure to include as part of the safety inspections</li> </ul> <p>D. Stevanovic to bring back to Central the issue of cars driving on campus in restricted areas - Safety issues.</p>	<p>J. Nakamura will check where they are located for the Faculty of Engineering.</p> <p>D. DeMan will send a list to J. Nakamura</p>
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## 7. Other Business

<p>D. DeMan (EOHSS)</p> <ul style="list-style-type: none"> <li>- Announcement re: WHMIS – as of December 1, 2018 the final phase of the WHMIS 2015 legislation is required to be complete.</li> <li>- All supplier labels on chemicals needed to be updated from 1988 to WHMIS 2015.</li> <li>- With so many labels that needed to be exchanged, it was not feasible.</li> <li>- The Council of Universities – granted an amendment to the legislation that we can now put a workplace label on containers that have a WHMIS 1988 supplier label.</li> <li>- EOHSS will print out the labels and make them available to the university.</li> <li>- Staff that are doing the inventory for EOHSS will put the proper labels on for the area</li> </ul>	<p>D. DeMan will send a draft label to the Committee once finalized</p>
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## 8. JHE Restructuring

<ul style="list-style-type: none"> <li>- Restructuring Mechanical Engineering Machine shop.</li> </ul>	<p>S. Tullis to send to J. Nakamura the new changes</p>
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Motion to adjourn: 1<sup>st</sup> – D. Keller and 2<sup>nd</sup> – E. McCaffery.

NEXT MEETING: Wednesday, March 13, 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](mailto:ginny@mcmaster.ca)