

**Faculty of Engineering**  
**Joint Health and Safety Committee Minutes**  
**May 8, 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 ( <i>Co-Chair</i> )	Materials Science	Regrets
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
Anita Blaney	SEPT (BTech/SEP)	Present
Monica Han	Civil	Present
Michael Lee ( <i>Nicole McClean attended</i> )	Mechanical Engineering	Present
Adam Lenarcic	CUPE – Unit 1 (General Eng)	Present
Tina Macala	Engineering 1	Regrets
Heera Marway	MMRI	Present
Ed McCaffery	Materials Science	Present
Simon McNamee	Engineering Physics	Present
John Nakamura ( <i>Co-Chair</i> )	Computing and Software	Present
Daniel Picone	Hatch Building	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	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>A few changes made to April 2019 Minutes. Approved, 1<sup>st</sup> D. Keller, 2<sup>nd</sup> E. McCaffery</p>	<p>April 2019 Minutes sent to EOHSS on May 16, 2019</p>
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## 2. Business Arising

<p><b>1. Room Inspection Summary Lists (September – August yearly)</b> -Received Material Science (February – May 2019 included)</p>	
<p><b>2. Room inspections – Lab inspections – extra eyes</b> - None</p>	
<p><b>3. Transporting Chemicals</b></p> <p>- L. Allan – wrote a “Best Practice Procedure Document” which outlines procedures and additional information regarding the transporting of chemicals.</p> <p>- Will distribute if requested by the Chairs of Departments and can be forwarded throughout the Faculty. Will be made available on the EOHSS website.</p>	<p>L. Allan to distribute “Best Practice” document to the Committee</p>

## 3. New Business

<p>Update: Loading Dock (JHE) by machine shop.</p> <ul style="list-style-type: none"> <li>- Request originated by individuals working in the Machine Shop.</li> <li>- Got a quote and it has been accepted.</li> <li>- L. Allan will get follow up with the date it will be complete.</li> </ul>	
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## 4. Incident Reports

<p>1. JHE-245: While removing metallurgical sample from metal stub with tweezers, hot glue (~250C) fell onto finger resulting in a burn. Rinsed finger under cold water immediately. Longer tweezers will keep fingers from heat source - will use going forward.</p> <p>2. JHE-A111: While exiting room, door slammed on the tip of the middle finger causing fracture. Door damper was not working properly, closing the door forcefully rather than slowly. Work order was entered and fixed the next day.</p> <p><b>Note:</b> Re: The door JHE-A111 above. We do have to be proactive in our areas. Put in work orders if you see any issues that need fixing. This door should have been fixed sooner for safety issues.</p>	
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## 5. Safety Reports

AREA	REPORT SUBMITTED
1. CAS	No.
2. Chemical Engineering	Yes. Labs/General areas. <ul style="list-style-type: none"> <li>- Large Open bucket of waste pump oil – it is picked up now</li> <li>- Expired bottles of peroxide – they were picked up</li> <li>- Grad Office – mice were present – contacted Facility Services and complete next day (traps put in)</li> <li>- (Lab) using hydrogen– did not have a flash arrestor on the line. Chemical Eng bought their own flash arrestor and will have it put on.</li> </ul>
3. Engineering Physics/CEDT	Yes. Undergrad Labs and offices in JHE <ul style="list-style-type: none"> <li>- SDS need to be updated</li> <li>- Chemical inventory needs to be done (Inventory will be done by EOHSS over the summer)</li> <li>- Dial 88 stickers, a light was flickering and w/o was put in and it said was closed, but still not fixed, air grills are dirty and mice</li> </ul>
4. Civil/ADL Engineering	Yes – and Civil Dept – heater was left on. Nothing major 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. Nothing major
8. Materials Science & Eng.	Yes. Submitted Yearly summary
9. MMRI	No.
10. SEPT	No.
11. HATCH	No.

## 6. Central Committee Minutes/Incidents

<ol style="list-style-type: none"> <li>1. April 2019 – EOHSS and Human Resource links have been updated on the website.</li> <li>2. Safety APP – now a 1 button touch for dialing 88, 911 or put in a w/o that way.</li> <li>3. Test your panic buttons with security to ensure they are up and working.</li> <li>4. There have been a number of incidents of smoking on campus. Security does not have the resources/time to fine people so education is the key. Report if you see incidents of smoking. Signs have been put up regarding education.</li> </ol>	
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5. Public Health nurse – psychological health and safety on campus (13 factors (points) – guideline of psychological health can be found on the EOHSS (Employee Health Services) website.	
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## 7. Other Business

<p>1. L. Allan  - NAOSH Week – promoting events including the bbq. Now known as SHWK (shortened title) L. Allan to do a demo for a spill cleanup. There will be a Health &amp; Safety Award.</p> <p>- “Caution” tripod has been put up in the JHE Lobby. It sticks or screws to the wall for easy access. There are signs included as well. If an individual sees a spill, you should put up this tripod near the spill to warn of danger of slippage. They will be put up all across campus. This is re-useable.</p> <p>2. L. Allan – Contacted Facility Services regarding cleaning of stairwells. Stairwells are supposed to be cleaned weekly (according to their guidelines/schedules)</p>	
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## 8. JHE Restructuring

JHE-257C – Chemical Engineering to be turned over to Material Science. Follow up with J. Nakamura.	
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Motion to adjourn: 1<sup>st</sup> – E. McCaffery and 2<sup>nd</sup> by D. Stevanovic

NEXT MEETING: Wednesday, June 12, 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)