

Faculty of Engineering
Joint Health and Safety Committee Minutes
August 14, 2019

Management Member	Department	Attendance
Lucian Balan	SEPT (BTech/SEP)	Regrets
Gary Bone	Mechanical Engineering	Present
Adriaan Buijs	Engineering Physics	Regrets
Robert Fleisig	Engineering 1	Regrets
Fei Geng	SEPT (BTech/SEP)	Absent
Raja Ghosh	Chemical Engineering	Regrets
Wenbo He	Computing and Software	Regrets
Doug Keller - (<i>Certified Member</i>)	Management Cert. Member	Present
Dmitri Malakhov (<i>Co-Chair</i>)	Materials Science	Present
Shahin Sirouspour	Electrical Engineering	Present
Ken Sivakumaran	Civil Engineering	Absent
Carm Vespi	Alumni	-
Worker Member	Department	Attendance
Tyler Ackland	Electrical Engineering	Absent
Paula Gremmen	SEPT (BTech/SEP)	Regrets
Monica Han	Civil	Present
Michael Lee (<i>Nicole McLean 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	Regrets
Simon McNamee	Engineering Physics	Present
John Nakamura (<i>Co-Chair</i>)	Computing and Software	Present
Daniel Picone	Hatch Building	Present
Leela Pilli	iBiomed	Regrets
Talena Rambarran	CUPE	Present
Christine Rich	Hatch Building	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	-
Consultants/Guests	Department	Attendance
Leah Allan	EOHSS	Present
Ron Lodewyks (<i>invited guest</i>)	Faculty of Engineering	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>1 change required for July 2019 Minutes. Approved, 1st D. Keller, 2nd D. Picone.</p>	<p>July 2019 Minutes sent to EOHSS on August 15, 2019</p>
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2. Business Arising

<p>1. Room Inspection Summary Lists (September – August yearly) - Chemical Engineering and MMRI</p>	
<p>2. Room inspections – Lab inspections – extra eyes - None</p>	
<p>3. Incident Report Form (Supervisor title name on the form) L. Allan – There has been a review of the form and EOHSS will keep it on their agenda to review.</p>	<p>L. Allan to follow up</p>

3. New Business

<p>1. AED (Automated External Defibrillator) – Follow up</p> <ul style="list-style-type: none"> - D. Malakhov led a discussion regarding the AED issue brought up during our previous meeting. - He asked Departments to be responsible for specific AED Devices owned by Engineering. - He submitted a list of names and contact information to R. Lodewyks and Ron will take over the responsibility of working with Engineering to keep the devices maintained. Has an online system that he will share with inspectors. - R. Lodewyks will hold safety training for anyone interested to show how to inspect. Will take a few minutes after this meeting to show the Committee (or who is interested) in how the AED works. - He gave detailed description and discussed AED maintenance and offered information regarding use/battery/lights/pads etc. <p>L. Allan – to get a map and locate where the AED's are located on campus and put it on their safety app.</p> <ul style="list-style-type: none"> - D. Malakhov will send an email to the Faculty of Engineering (Faculty/staff) to specify the locations of all of AED's . - 5 Departments agreed to take care of specific units. ETB- (ENG1), ITB (CAS), JHE (EngPhys, Hatch (Civil)) 	
<p>2. D. Keller (Hazardous Waste Disposal)</p> <ul style="list-style-type: none"> - Follow up to previous discussion - The procedure of disposing of hazardous waste is a Hamilton City by- 	

law (Sewer) - Hazard waste has to be disposed of properly (RPR). Can't just dilute the solution and throw it away - We have proper procedures in place (EOHSS)	
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4. Incident Reports

<p>1. (May 2019) - Phoenix Restaurant – an individual reacted to food ordered that contained nuts – had an allergic reaction. Security documented the incident. They will put on the menu common allergens moving forward.</p> <p>2. MIP 401A: Mech Eng Student handled glass wool insulation without wearing gloves, and later experienced a rash to legs and body. Always wear proper PPE when handling potentially hazardous materials.</p> <p>3. ETB: Student was in a class when a person in the class began to choke. Student administered the Heimlich Manoeuvre, dislodging the food from the person's throat. Student gave the person some water to drink, and insisted they go for a walk to cool off. Take more care when eating while distracted</p> <p>4. BSB-121: Instructor was using exacto knife to assist student in a project. Knife slipped and cut her left palm ~3cm length. Use snips to cut zip ties and always cut away from self.</p> <p>5. Chem Eng (Lot M): Slipped on wet grass and fell, twisting ankle. Stay on sidewalk. Do not take unmaintained paths.</p> <p>6. Chem Eng (Outside JHE): Individual was moving a fridge on a dolly, and reports experiencing a pain in their back when bending over to help support it. Avoid moving heavy objects without proper assistance - call Facility</p> <p>7. Chem Eng (JHE-A106): Individual was moving carts and other equipment with another employee for over an hour. Individual reports that while they were on wheels, they were heavy, and caused a strain in Individual's left knee. Avoid lifting or moving heavy objects; ask for help; use Facility Services</p> <p>8. MARC: Individual was cut on an exposed sharp end of a metal strap which he was removing from wood skids. Glove will be provided in the lab in future.</p> <p>*Summer Camp incident reports were read out and discussed.</p>	
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5. Safety Reports

AREA	REPORT SUBMITTED
1. CAS	Yes. Ceiling tiles ajar and some lights out.
2. Chemical Engineering	Yes. <ul style="list-style-type: none"> - Pump with belt on it no guarded – belt put on - Grad Office - Air conditioning unit on the ceiling with a motor that had an unguarded belt – has been repaired.

3. Engineering Physics/CEDT	No.
4. Civil/ADL Engineering	No.
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.	No.
9. MMRI	Yes. Tiles with water damage.
10. SEPT	No.
11. HATCH	Yes. 2 or 3 offices. Minor storage issues.

6. Central Committee Minutes/Incidents

Smoking – education – if you see someone inform Security Hazards – plugs into a wall and not chaining Heaters – shut off valves Design Space – take time to look at electrical safety.	
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7. Other Business

<p>Follow up on the traffic safety/volume on campus</p> <ul style="list-style-type: none"> - Nothing has been done about the amount of traffic (personal vehicles) driving on campus. Very heavy. - Are they using campus as a short cut? Can it be tours, dropping children off? - Is security not ticketing appropriately? This might deter? <p>This is our last 2018/19 Meeting. (D. Malakhov)</p> <ul style="list-style-type: none"> - Have we finished what we started with our work orders? Requests? - During the next year, we will try to make sure we close any open issues that have arisen over this term. <p>L. Allan - Will reach out to Joe Zubeck about talking to their dispatcher about having a protocol in place or a database of the lab supervisors – to reach in the case of emergency.</p>	L. Allan will follow up again.
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8. JHE Restructuring

None.	
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Motion to adjourn: 1st – D. Keller and 2nd by G. Bone

NEXT MEETING: Wednesday, September 11, 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