

Faculty of Engineering
Joint Health and Safety Committee Minutes
September 11, 2019

Management Member	Department	Attendance
Lucian Balan	SEPT (BTech/SEP)	Absent
Gary Bone	Mechanical Engineering	Regrets
Adriaan Buijs (Co-Chair)	Engineering Physics	Regrets
Robert Fleisig	Engineering 1	Regrets
Fei Geng	SEPT (BTech/SEP)	Absent
Raja Ghosh	Chemical Engineering	Present
Wenbo He	Computing and Software	Present
Doug Keller - (<i>Certified Member</i>)	Management Cert. Member	Present
Dmitri Malakhov/Igor Zhitomirsky for Dmitri	Materials Science	Present
Shahin Sirouspour	Electrical Engineering	Present
Ken Sivakumaran	Civil Engineering	Absent
Carm Vespi	Alumni	Absent
Worker Member	Department	Attendance
Tyler Ackland	Electrical Engineering	Absent
Paula Gremmen	SEPT (BTech/SEP)	Present
Monica Han	Civil	Present
Michael Lee	Mechanical Engineering	Present
Adam Lenarcic	CUPE – Unit 1 (General Eng)	Absent
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	Present
Talena Rambarran	CUPE	Regrets
Christine Rich	Hatch Building	Regrets
Timothy Stephens (<i>Certified Member</i>)	Chemical Engineering	Regrets
Doris Stevanovic (<i>Certified Member</i>)	CEDT	Present
Kent Wheeler	Civil	Absent
Vacant	General Eng	-
Vacant	Biomedical	-

Consultants/Guests	Department	Attendance
Leah Allan	EOHSS	Present
Kathryn Grandfield (invited guest)	Materials Science	Present

ISSUES FOR CENTRAL TO ADDRESS	Action Items
None.	

1. Minutes and Announcements

<p>Minutes Approval:</p> <p>Adriaan Buijs Management Co-Chair: _____</p> <p>John Nakamura, Worker Co-Chair: _____</p> <p>Aug. 2019 - Minutes approved as is.</p> <p>As there are new members joining this committee, all members introduced themselves.</p>	
---	--

2. Business Arising

<p>1. Room Inspection Summary Lists (September–August yearly)</p> <p>CAS submitted summary. Some still outstanding.</p>	
<p>2. Room inspections – Lab inspections – extra eyes</p> <p>- None</p>	
<p>3. Incident Report Form (Supervisor title name on the form)</p> <p>L. Allan – There has been a review of the form, and EOHSS will keep it on their agenda to review. The form was re-done last summer, and for now will remain as is. The definition for “Supervisor” is not included on the form, however, the person responsible for the area where the incident occurred, or the direct supervisor, of the person reporting the incident, can complete and sign the incident report form.</p>	

3. New Business

<p>1. Protocol for Restricting Access to Labs in Case of Emergency</p> <p>L. Allan reached out to Joe Zubek, Senior Manager, Security and Parking Services, regarding Security dispatchers having a protocol in place, and a database of the lab supervisors to reach in case of emergency. This stems from a follow-up that Dmitri Malakhov had with Security, following the difficulty in getting a CEDT lab locked down, after a radioactive spill incident, last summer.</p> <p>Joe assured Leah that there is a protocol in place, and that this has been communicated to all Security dispatchers and officers. In case of such an emergency, Security should be called, and the reason for the request should be <i>clearly</i> articulated.</p>	
--	--

<p>In order to restrict access to a lab, i.e. over the holidays, please arrange for this well in advance, by contacting Joe Zubek directly, or the Axiomrep Sponsor.</p> <p>Doug Keller pointed out that he has called Security in the past, when a breaker had tripped. Security will not necessarily re-set a breaker, but the dispatcher will call an electrician to investigate the fault.</p>	
<p>2. Request by Dr. Kathryn Grandfield, Material Science and Engineering, for a Recommendation from this Committee Regarding Accommodating a Student with Anaphylaxis.</p> <p>Kathryn explained to the committee that a PhD student in her research group is severely allergic to shellfish, and to chitosan, a chemical derived from shellfish. Chitosan is used by various research groups at McMaster, and is present in several research labs, i.e. the Biointerfaces Institute and the CCEM.</p> <p>The student has been given a separate office space from other students, to avoid potential exposure to shellfish food products.</p> <p>The committee wondered if the student could do their own chemical synthesis in a separate lab and get help from colleagues when analytical work needed to be done in those labs where chitosan was present.</p> <p>A specific lab protocol was then described by Kathryn. People using chitosan-based products are to properly wipe down all surfaces that have been potentially exposed to chitosan, when they're finished their work, and prior to the student accessing these research labs.</p> <p>Doug Keller suggested forming an informal lab safety group, and to include someone from each researcher's group, i.e. someone who is really interested in keeping the lab environment safe.</p> <p>Warning signs should be put up in and outside the lab about potential chitosan exposure. The custodial staff should also be made aware of this.</p> <p>The committee asked about an emergency plan. An emergency protocol is in place. Leah Allan reminded Kathryn that the McMaster emergency phone number is 88 and not 911. By dialing 88, a Security dispatcher would be able to properly direct an ambulance onto campus.</p> <p>It was suggested that the student contact the emergency department of the McMaster Children's Hospital to ask if arrangements could be made with them, in case of an anaphylactic emergency, and to call ahead to alert them.</p> <p>Leah Allan talked about secondary containment. The student could wear PPE such as a positive pressure respirator, with a hepa filter, with the appropriate particulate filter. She described the equipment and showed a picture of it.</p> <p>Ed McCaffery asked if this allergy is a life-and-death situation. Kathryn answered yes. He then suggested alternatives should be considered to eliminate any risk. At this point, most committee members agreed. Kathryn will take this information back to the student, and together they will come up with an alternative plan.</p> <p>3. Please review the Terms of Reference for the Faculty of Engineering</p>	

JHSC. Any relevant changes will be discussed at the next meeting. 4. J. Nakamura was re-elected as the worker co-chair.	
--	--

4. Incident Reports

No incidents for September	
----------------------------	--

5. Safety Reports

AREA	REPORT SUBMITTED
1. CAS	No. Submitted annual summary list
2. Chemical Engineering	No.
3. Engineering Physics/CEDT	Yes. Labs in BSB: Class 4 laser in lab. Confusion surrounding exterior “Laser On” door sign. Laser warning sign was hooked up to light switch - not interlocked. Laser lab door should be dead bolt locked from inside, with an emergency key available, i.e. break glass in case of emergency. Update all lab door signs. ABB labs: Update door signs. Clear aisles and benches. Uncapped needle found. Clean up lab benches, chemicals and clutter.
4. Civil/ADL Engineering	Yes. ADL hard copy received
5. General	No.
6. iBiomed	Yes. Paula asked how to dispose of old hepa filters found in the basement of ETB.
5. Electrical Engineering	No
6 Engineering 1	No
7. Mechanical Engineering	No.
8. Materials Science & Eng.	No
9. MMRI	No
10. SEPT	No
11. HATCH	No

6. Central Committee Minutes/Incidents

None. Last set of Minutes and Incident Report Summaries on our web site are from April 2019. Central Committee did not meet in July or August.	
--	--

7. Other Business

1. Follow up on the traffic safety/volume on campus - Nothing has been done about the amount of traffic (personal vehicles) driving on campus. Very heavy.	
---	--

<ul style="list-style-type: none"> - Are they using campus as a short cut? Can it be tours, dropping children off? - Is security not ticketing appropriately? This might deter. - <p>Leah Allan followed up on this, again. Parking and Security have been out and about on campus issuing warnings. A Traffic Awareness Campaign will be offered in the fall along with Bicycle Safety Awareness. Main concerns are with the Sterling Street entrance and construction in that area.</p> <p>2. The Engineering loading dock area will be repaved/recemented starting the week of Sept. 16, 2019.</p> <p>3. Doris asked for a clarification about the Job Hazards Analysis (JHA)Forms, and who needs to fill these out.</p> <p>Leah Allan reminded us of the responsibilities of senior management, chairs, and so on, and of the requirement for Due Diligence training. Human resources will be launching an Onboard Training Module for managers, to introduce new employees to the workings and expectations at McMaster.</p> <p>The need for all people to fill out a JHA form was emphasized, as this triggers the mandatory safety training required for each specific job.</p> <p>4. iBioMed was assigned new lab space in ABB-C104. They require a dry lab area but were given a wet lab with fume hoods. Leela Pilli asked for advice on whether to keep the lab or decommission it. It was suggested not to commission such a lab, but to work within the given lab space - removing fume hoods is complicated and would affect the air balance of the room. Gas lines, etc. should be capped by Facility Services.</p> <p>5. John Nakamura asked if anyone was willing to become the Equity and Inclusion facilitator for this committee. He currently holds this post. Since being re-elected as co-chair (today), holding both positions is a conflict of interest.</p> <p>Heera Marway volunteered for the position.</p>	
--	--

8. JHE Restructuring

None.	
-------	--

Motion to adjourn: E. McCaffery, seconded by H. Marway

NEXT MEETING: Wednesday, October 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