

**Faculty of Engineering**  
**Joint Health and Safety Committee Minutes**  
**October 10, 2019**

<b>Management Member</b>	<b>Department</b>	<b>Attendance</b>
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	Absent
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	Absent
Ken Sivakumaran	Civil Engineering	Regrets
Carm Vespi	Alumni	Absent
<b>Worker Member</b>	<b>Department</b>	<b>Attendance</b>
Tyler Ackland	Electrical Engineering	Absent
Paula Gremmen	SEPT (BTech/SEP)	Present
Monica Han	Civil	Regrets
Michael Lee (Nicole McLean attended)	Mechanical Engineering	Present
Adam Lenarcic	CUPE – Unit 1 (General Eng)	Absent
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	Regrets
Leela Pilli	iBiomed	Absent
Talena Rambarran	CUPE	Present
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

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>September 2019 – Minutes (with a couple of minor changes) - Approved, 1<sup>st</sup> D. Keller, 2<sup>nd</sup> P. Gremmen.</p>	<p>Sept. 2019 Minutes sent to EOHSS on October 11, 2019</p>
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### 2. Business Arising

<p><b>1. Room Inspection Summary Lists (September–August yearly)</b></p> <p>- None.</p>	
<p><b>2. Room inspections – Lab inspections – extra eyes</b></p> <p>- None</p>	
<p><b>3. Terms of Reference</b></p> <p>- No changes to Terms of Reference.</p> <p>- Motion to accept the Terms of Reference:</p> <p>1<sup>st</sup> – Doug Keller</p> <p>2<sup>nd</sup> – Paula Gremmen</p>	

### 3. New Business

<p>1. None</p>	
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### 4. Incident Reports

<p>1. JHE-140: While cleaning long metal string chips from lathe, the individual attempted to dislodge metal chip and cut finger. They were wearing protective gloves. They were instructed to use tongs or pliers when removing metal chips from lathe.</p> <p>2. JHE-3<sup>rd</sup> Floor Hallway: While attempting to move glass on outside of bulletin board, piece of glass fell from corner and hit the individual, cutting hand. They were instructed not to force sliding glass if difficult to move. Glass has been removed to repair/replace.</p>	
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| <p>3. JHE-242: Student reports using file to smooth sharp edges on small block of steel and cutting thumb. Student instructed to using coarse paper and wear protective gloves.</p> <p>4. JHE-Annex: Individual fainted while walking into Building. 3 emergency responders attended. Took to JHE-310. Returned to work, no loss of time.</p> |  |
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## 5. Safety Reports

AREA	REPORT SUBMITTED
1. CAS	No.
2. Chemical Engineering	No.
3. Engineering Physics/CEDT	No. <ul style="list-style-type: none"> <li>- Follow up to Class 4 laser safety issue (can't close the doors to the lab):</li> <li>- D. Stevanovic contact Facility Services to inform them of the urgency of the issue. She put in a w/o to fix the door, and stated that it was a health and safety issue.</li> <li>- L. Allan has followed up: Suggested to install door-interlocks-switches</li> <li>- L. Allan suggested they put in a separate w/o for installing deadbolt.</li> <li>- L. Allan will go back and look at the door and also follow up with the instructor re: suggestions</li> </ul>
4. Civil/ADL Engineering	Yes. ADL hard copy received
5. General	No.
6. iBiomed	No.
5. Electrical Engineering	No
6 Engineering 1	No
7. Mechanical Engineering	Yes. Nothing major.
8. Materials Science & Eng.	No
9. MMRI	No
10. SEPT	No
11. HATCH	No

## 6. Central Committee Minutes/Incidents

<p>J. Nakamura received an email of old incident reports in Minutes from May – August 2019. They are now posted on our Members website.</p>	
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## 7. Other Business

<p>1. ABB Tower – Discussion of who will be responsible to handle the inspections of the new Tower.</p> <p>- J. Nakamura will send a reminder email to the Dean’s Office after a discussion by the committee that suggested an informal reminder email to the Dean’s office would be a good idea to at least start the process. Note: We would be interested in what the structure is of your safety committee for the ABB Tower.</p> <p>- Will it be the Department that is using the rooms? There are mixed Labs in some areas of the Tower.</p> <p>2. P. Gremmen – has some empty crates in the garage door area in ETB and the note on them says “move to JHE-B120”. She would like to have these removed. Suggestion: Contact: D. Maltese in Deans Office who has ownership of this storage room and have her take care of this issue.</p> <p>Also, broken chairs are just left in this area as well. Contact: Facility Services.</p> <p>3. D. Stevanovic couldn’t open gas cylinder Cage. Hinges are broken. She put in a w/o. Facilities Services wanted a Chartfield. Follow up with Ron Lodewyks to look into submitting this work order.</p> <p>4. Fire Safety Week – L. Allen gave details to the Committee on all of the different demonstrations etc. that were happening that week.</p>	
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**8. JHE Restructuring**

<p>None.</p>	
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Motion to adjourn: 1<sup>st</sup> D. Keller and 2<sup>nd</sup> by T. Rambarran

NEXT MEETING: Wednesday, November 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)