

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

| Management Member | Department | Attendance |
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| Lucian Balan | SEPT (BTech/SEP) | Absent |
| Gary Bone | Mechanical Engineering | Present |
| Adriaan Buijs (Co-Chair) | Engineering Physics | Present |
| Robert Fleisig | Engineering 1 | Present |
| Fei Geng | SEPT (BTech/SEP) | Absent |
| Raja Ghosh | Chemical Engineering | Absent |
| Wenbo He | Computing and Software | Regrets |
| 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 |
| Worker Member | Department | Attendance |
| Tyler Ackland | Electrical Engineering | Absent |
| Paula Gremmen | SEPT (BTech/SEP) | Present |
| Monica Han | Civil | Present |
| Michael Lee (Nicole McLean attended) | Mechanical Engineering | Present |
| Adam Lenarcic | CUPE – Unit 1 (General Eng) | Absent |
| Vacant | Engineering 1 | Regrets |
| Heera Marway | MMRI | Present |
| Ed McCaffery | Materials Science | Absent |
| 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 | Regrets |
| Vacant | Hatch Building | Regrets |
| Timothy Stephens (<i>Certified Member</i>) | Chemical Engineering | Regrets |
| Doris Stevanovic (<i>Certified Member</i>) | CEDT | Present |
| Kent Wheeler | Civil | Regrets |
| Vacant | General Eng | - |
| Vacant | Biomedical | - |

| Consultants/Guests | Department | Attendance |
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| Leah Allan | EOHSS | Present |

| ISSUES FOR CENTRAL TO ADDRESS | Action Items |
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| None. | |

1. Minutes and Announcements

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| <p>Minutes Approval:</p> <p>Adriaan Buijs Management Co-Chair: _____</p> <p>John Nakamura, Worker Co-Chair: _____</p> <p>November 2019 – Minutes – One typo changed. Approved, 1st D. Keller, 2nd H. Marway.</p> | <p>Nov. 2019 Minutes sent to EOHSS on December 24, 2019</p> |
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2. Business Arising

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| <p>1. Room Inspection Summary Lists (September–August yearly)</p> <p>- None.</p> | |
| <p>2. Room inspections – Lab inspections – extra eyes</p> <p>- None</p> | |
| <p>3. ABB Tower Update:</p> <p>- J. Nakamura received information from R. Lodewyks and shared it with the Committee.</p> <p>- Shared information on the occupants of the ABB Tower and who is listed as ownership of that area.</p> <p>- Discussion on how the safety training is addressed and dealt with in Labs (BSL) from different Faculties to discuss different options, Procedures and Protocols that can be looked at in the Tower.</p> <p>- We need to assign a Building Committee or assign specific rooms to specific Departments to inspect.</p> <p>- D. Keller to talk to Deans Office (N. Balfourt) and with the Project Manager regarding this inspection issue.</p> | <p>D. Keller to follow up with the Committee re: Deans Office discussion</p> |
| <p>4. Gas Cylinder Cage Update:</p> <p>New hinges were added (this is fixed and can be removed from Agenda)</p> | |

3. New Business

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| None. | |
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4. Incident Reports

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| <p>1. ETB-B106: McMaster van backed up into lab window adjacent to loading dock ramp, shattering glass panes. Students were in the lab. Security was called. No injuries. Suggested to Facility Services that a bollard be put in front of windows.</p> <p>2. JHE-141B: Report of potential fire hazard, as there are open flames on the working counter. Individual reports there to be electric sockets near the flame that regularly are used, near the open flame. Individual reports burning a small amount of their lab coat due to the flame.</p> <p>Masking tape will be applied to area of work to delineate hazard. Better communication with lab occupants to ensure everyone knows what is happening in lab.</p> | |
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5. Safety Reports

| AREA | REPORT SUBMITTED |
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| 1. CAS | Yes. Hallways, light out. |
| 2. Chemical Engineering | No. |
| 3. Engineering Physics/CEDT | No. |
| 4. Civil/ADL Engineering | Yes. Offices, nothing major. Faculty Office – laptop cord is cut. Individual wanted to tape it up, it was stated that it has to be replaced and not taped. |
| 5. General | No. |
| 6. iBiomed | No. |
| 5. Electrical Engineering | No |
| 6 Engineering 1 | No |
| 7. Mechanical Engineering | Yes – Hard copy received. Nothing major. |
| 8. Materials Science & Eng. | No |
| 9. MMRI | No |
| 10. SEPT | No |
| 11. HATCH | No |

6. Central Committee Minutes/Incidents

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| <p>1. There have been no Minutes to approve – haven't had quorum for the last 3 meetings. Will be out of compliance if quorum not reached at next meeting.</p> <p>2. Was asked to follow up on AED inspections (heart units). Pads need replacing. S. McNamee stated that new pads will be shipped when required.</p> | |
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| <p>3. Changes to frequency of safety training – 3 mandatory training modules (ergonomics, asbestos and slips, trips and falls: - Before: once you did the training you would have been good for life. Now matrix is changed and you have to do the training every 5 years. - What was every 2 years (laser/HF) retraining is now every 3 years for refresher. - EOHSS is updating MOSAIC to help with the tracking of employee training information.</p> <p>4. General Traffic issues discussed again. The Safety of Pedestrians walking and personal cars continuing to drive on campus. Movable Signs will be added on campus to emphasize the safety issues.</p> <p>6. Fire Alarms (JHE) – nobody comes out to let people know that the building is all clear to re-enter after a fire alarm.</p> | <p>L. Allan to talk to Kyle again about the all clear process</p> |
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7. Other Business

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| <p>L. Allan: - Holiday season is upon us, university policy states that no alcohol at all can be served unless proper license has been issued. - Researchers who want to let high school students work in labs on science fair projects. We have a policy for students (who are under 16) that they can ONLY be observers. To follow up you can phone our legal services to work on a waiver (that makes everyone aware of hazards). Is there a package (from EOHSS) that can be put together for us, so that we can look into what to do if we want this option? - Mechanical Engineering: JHE-B109A. Room has been found to have mold. Mechanical Engineering sent pictures. No action yet.</p> | <p>L. Allan to follow up L. Allan to follow up with Cheryl Beecroft to contact McGowan</p> |
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8. JHE Restructuring

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| None. | |
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Motion to adjourn: 1st D. Keller and 2nd by P. Gremmen

NEXT MEETING: Wednesday, January 8, 2020 in JHE-A114 at 9:30am.

PLEASE NOTE: If you cannot attend this meeting please send regrets to Ginny Riddell at ginny@mcmaster.ca