

Faculty of Engineering
Joint Health and Safety Committee Minutes
January 8, 2020

Management Member	Department	Attendance
Lucian Balan	SEPT (BTech/SEP)	Absent
Gary Bone	Mechanical Engineering	Present
Adriaan Buijs (Co-Chair)	Engineering Physics	Regrets
Robert Fleisig	Engineering 1	Regrets
Fei Geng	SEPT (BTech/SEP)	Regrets
Raja Ghosh	Chemical Engineering	Absent
Wenbo He	Computing and Software	Present
Doug Keller - (<i>Certified Member</i>)	Management Cert. Member	Present
Dmitri Malakhov	Materials Science	Present
Shahin Sirouspour	Electrical Engineering	Absent
Ken Sivakumaran	Civil Engineering	Present
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	Present
Simon McNamee	Engineering Physics	Regrets
John Nakamura (<i>Co-Chair</i>)	Computing and Software	Present
Daniel Picone	Hatch Building	Present
Leela Pilli	iBiomed	Absent
Talena Rambarran	CUPE	Present
Vacant	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

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>December 2019 – No changes to the minutes. Approved, 1st D. Keller, 2nd P. Gremmen.</p>	<p>Dec. 2019 Minutes sent to EOHSS on January 9, 2020</p>
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2. Business Arising

<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>- D. Keller – an extension of the Departments. Doug to follow up with additional information. Send ABB Floorplan to Doug.</p>	
<p>4. Fire Alarm – all clear confirmation</p> <p>- L. Allan met with Kyle Wood (Fire Safety & Emergency Preparedness Specialist)</p> <p>– Kyle stated that he is in the process of revamping the Fire Warden Process.</p> <p>- Envisioning having a certain number of people on each floor that progressively move through the building to make sure it is clear.</p> <p>- One possible option: Getting Security to use their hailer (all of their vehicles have a loud speaker) and can use this to sound the “All Clear”.</p> <p>- Thoughts/concerns re: Fire Alarm procedures - shared by members of the Committee.</p>	
<p>5. Science Fair project – Student Waiver</p> <p>- L. Allan – went to legal offices for information and they stated that they looked into this and support our policy for children in the workplace so our policy stands. They can’t be actively working in the labs – only observing. If lab experience is warranted, then they suggest registering in our Science Camps to gain this experience.</p>	

3. New Business

<p>D. Stevanovic:</p> <ul style="list-style-type: none"> - Student cut them self with a knife. The new Faculty Member responsible for the student was told to fill out an incident report and he stated that he was not aware this is mandatory as it was not a critical injury. Could not find the EOHSS Website easily. He wondered why there was not an orientation when he first started to tell him this. - There is: Part of the mandatory training you have to take includes an Occupational Health & Safety Orientation Module and well as Due Diligence Module. - In the Department of Engineering Physics their new Faculty go to the Department Orientation that the students go to. 	
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4. Incident Reports

<ol style="list-style-type: none"> 1. JHE- Cut hand while cutting a plastic tie that was around a computer cable and hanging on wall. Discussed better positioning of ties when cutting, cut away from self, use proper tool for cutting. 2. JHE-243: Student was disconnecting piping near flow controllers, and hit their arm on a sharp edge of metal piping that holds the controller, receiving a scratch. Area was congested with little room for experiment. All piping was removed. Lab to undergo renovations which will allow better spacing for experiments. 	
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5. Safety Reports

AREA	REPORT SUBMITTED
1. CAS	Yes. General Areas, Hallways, light out. Checked fire extinguishers.
2. Chemical Engineering	Yes. 2 Labs (JHE) (submitted on-line) <ul style="list-style-type: none"> - Storing a couple of bottles of flammable liquid in refrigerator that is not allowed flammables. Moved to proper fridge - Expired bottles need to be removed - Flickering emergency light on stairway (Fixed now)
3. Engineering Physics/CEDT	Yes. JHE Undergrad Labs. <ul style="list-style-type: none"> - Chemicals in lab – no inventory - Gas cylinder not secured - Computer desk is not optimal for working at - Pathway was blocked - Lab was cluttered - Old chemical to be disposed of.
4. Civil/ADL Engineering	Yes. ADL Hardcopy received.
5. General	No.
6. iBiomed	No.

5. Electrical Engineering	No
6 Engineering 1	No
7. Mechanical Engineering	No.
8. Materials Science & Eng.	Yes – Hard copy received. Nothing major.
9. MMRI	No
10. SEPT	No
11. HATCH	<p>Yes. 12 Offices.</p> <ul style="list-style-type: none"> - Dial 88 posters – how many to post? - Only required in hallways and classrooms (Facility Services put these up) - Payphones don't use the #88 any more

6. Central Committee Minutes/Incidents

<p>1. Trash to Treasures Sustainability Initiative</p> <ul style="list-style-type: none"> - Organize something on campus to share goods. - The council is looking into ensuring work is done safely (removal of furniture) and a waiver will be included in the process. The items will be recycled as is. <p>2. Violence and Harassment Policy needs to be posted on all Safety Boards.</p> <p>3. Jennifer Robertson gave education training module summary (Biosafety Training Labs)</p> <ul style="list-style-type: none"> - There are 233 Researcher Groups on Campus (15% are in Faculty of Engineering) – Protocols are reviewed by Supervisors every month. Spot checks are done. 1 person inspects all labs. <p>4. Mental Health Week – January 20-24, 2020 – info on EOHSS website.</p>	
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7. Other Business

<p>Incident brought up at Central Meeting:</p> <p>There were 2 incidents brought up (involving 2 Engineering Physics Faculty) where separate individuals entered a laser lab without authorization. They were either unaware or unconcerned.</p> <ul style="list-style-type: none"> - Safety issues were breached (1 individual was wearing improper safety glasses) and the other individual did not have safety glasses on at all. - Signs were posted (just can't ignore the signs) - Lights were on showing "Do Not Enter" - Class 4 laser was on at the time - Individuals must be re-trained <p>Science Health & Safety Committee – Also discussed the above issue.</p> <ul style="list-style-type: none"> - Involved a Facility Services individual and a service contractor 	
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<p>also entered into this lab.</p> <ul style="list-style-type: none"> - Disregarded the warnings that were posted - Perhaps did not understand the nature of the hazard - There was a laser operation sign lit above the door - It takes less than a second to blind you <p>L. Allan – gave a tool talk about Lab Awareness at Central Utilities</p> <ul style="list-style-type: none"> - Talked about the dangers of entering labs - Read the signs and what they mean - Do not go into areas unescorted or without proper authorization - Communication is key 	
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8. JHE Restructuring

None.	
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Motion to adjourn: 1st D. Keller and 2nd by E. McCaffery.

NEXT MEETING: Wednesday, February 12, 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.