

Faculty of Engineering
Joint Health and Safety Committee Minutes
June 10, 2020 (Virtual Meeting)

Management Member	Department	Attendance
Lucian Balan	SEPT (BTech/SEP)	Absent
Gary Bone	Mechanical Engineering	Absent
Adriaan Buijs (Co-Chair)	Engineering Physics	Present
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	Materials Science	Present
Shahin Sirouspour	Electrical Engineering	Absent
Ken Sivakumaran	Civil Engineering	Present
Carm Vespi	Alumni	Regrets
Worker Member	Department	Attendance
Tyler Ackland	Electrical Engineering	Absent
Parmveer Bola	iBiomed	Present
Paula Gremmen	SEPT (BTech/SEP)	Present
Monica Han	Civil	Present
Michael Lee	Mechanical Engineering	Present
Vacant	Engineering 1	-
Heera Marway	MMRI	Present
Ed McCaffery	Materials Science	Regrets
Simon McNamee	Engineering Physics	Absent
John Nakamura (<i>Co-Chair</i>)	Computing and Software	Present
Daniel Picone	Hatch Building	Present
Talena Rambarran	CUPE	Present
Vacant (2 nd Position)	Hatch Building	-
Timothy Stephens (<i>Certified Member</i>)	Chemical Engineering	Present
Doris Stevanovic (<i>Certified Member</i>)	CEDT	Present
Kent Wheeler	Civil	Present
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: Adriaan Buijs Management Co-Chair: _____ John Nakamura, Worker Co-Chair: _____ May 2020 – No changes to the minutes Approved, 1st P. Gremmen, 2nd D. Stevanovic.</p>	<p>May 2020 Minutes sent to EOHSS on June 10, 2020</p>
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2. Business Arising

<p>1. Room Inspection Summary Lists (September–August yearly) - None. An explanation of how these Summary Lists are handled was given to the new members of the Committee by J. Nakamura. - D. Stevanovic, with Phase 1 now being implemented, will look to inspect some labs, and has also mentioned to Peter Jonasson, who will look to inspect Eng Phys labs. - L. Allan asked members of the Committee to do an inspection of their area if or when they enter their labs/offices, now that Phase 1 has started. Fill out the forms and EOHSS will have this on file to show some inspections are being done at this time.</p>	
<p>2. Room inspections – Lab inspections – extra eyes None</p>	
<p>3. ABB-Tower update– D. Keller – Stated that a list of rooms was given to the occupants of the Tower to inspect and asked them to contact their own Departmental Safety Committee’s if any issues arise with regards to these inspections.</p>	

3. New Business

<p>1. D. Stevanovic – Now that we have gone into Phase 1. - Signs are being put up by Facility Services and by designated researchers. Gloves, paper towels, and disinfectant are made available. SOPs for lab access are being written, and must be authorized by the PI/Supervisors, as well as by the Associate Dean of Research (Faculty of Engineering or Science).</p>	
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4. Incident Reports

None.	
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<ul style="list-style-type: none"> - Wrap in tissue then dispose. - Regular garbage is ok, but it depends on where you are using them. - If using these gloves because of Research (biosafety lab) dispose of in the Biosafety Waste. - Drinks in Labs, is this allowed now? L. Allan stated that we do not want to change any of the original safety measures that were in place. - Eating lunch – Where to eat, store lunch etc. – a general discussion was held. <p>Defibrillator update: It hasn't been officially checked because of Phase 1 and the batteries are low. The responsible person to check is away.</p> <ul style="list-style-type: none"> - Is this a critical issue to follow up? Might have to be tagged out for the time being. - Monthly email is sent out to individuals that are listed as the person checking from the Company that sold the units. - EOHSS is essentially not responsible for this, Engineering is. <p>Cleaning Staff – Are they practising social distancing?</p> <ul style="list-style-type: none"> - Send the comments regarding this to Carlos Figueira and he will follow up with any concerns. <p>J. Nakamura submitted the Annual Health & Safety Report - We want to thank Heera Marway for being our Equity and Inclusion Officer. If you want to look at the Report it is in the Members Area of the website.</p>	<p>L. Allan will check for the email that was sent out by Engineering listing those assigned to check the defibrillators.</p>
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8. JHE Restructuring

<p>Washrooms at the north end are being redone as well as many rooms being renovated. R. Lodewyks is handling this renovation, follow up with any questions.</p>	
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Motion to adjourn: 1st D. Keller and 2nd by P. Gremmen.

NEXT MEETING: Wednesday, July 8, 2020

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