

Faculty of Engineering
Joint Health and Safety Committee Minutes
August 12, 2020 (Virtual Meeting)

Management Member	Department	Attendance
Lucian Balan	SEPT (BTech/SEP)	Absent
Jonathan Bradley	Engineering Physics	Present
Robert Fleisig	Engineering 1	Present
Fei Geng	SEPT (BTech/SEP)	Absent
Raja Ghosh	Chemical Engineering	Present
Wenbo He	Computing and Software	Absent
Doug Keller - (<i>Certified Member</i>)	Management Cert. Member	Present
Shahin Sirouspour	Electrical Engineering	Absent
Stephen Tullis (Co-Chair)	Mechanical Engineering	Present
Carm Vespi	Alumni	Regrets
Lydell Wiebe	Civil Engineering	Present
Igor Zhitomirsky	Materials Science	Absent
Worker Member	Department	Attendance
Tyler Ackland	Electrical Engineering	Absent
Parmveer Bola	iBiomed	Regrets
Paula Gremmen	SEPT (BTech/SEP)	Regrets
Monica Han	Civil	Present
Michael Lee and Nicole McLean	Mechanical Engineering	Present
Vacant	Engineering 1	-
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 (<i>Christine Rich</i>)	Hatch Building	Present
Vacant (CUPE)	CUPE	Regrets
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	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>Stephen Tullis Management Co-Chair: _____</p> <p>John Nakamura, Worker Co-Chair: _____</p> <p>July 2020 – No changes to the Minutes. Approved, 1st D. Keller, 2nd D. Stevanovic.</p>	<p>July 2020 Minutes sent to EOHSS on August 17, 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>There is still an obligation to inspect the labs, when we can.</p>	
<p>3. ABB-Tower update</p> <p>J. Nakamura made some adjustments to the list of rooms on the spreadsheet that will be assigned to specific Departments/Centres to inspect. He will send out very soon with assigned inspection areas.</p>	
<p>4. Follow up: Disposing gloves and masks in a lab (L. Allan)</p> <p>- Is there a separate disposal protocol for gloves/masks outside of the lab? No.</p> <p>- The custodial staff understand that these items which were formerly used almost exclusively in labs are now being used for COVID 19 purposes and expect garbage containers outside of labs will have them and not to be concerned of chemical contamination. They will be wearing their own PPE to ensure their safety.</p> <p>- Lab users should be reminded to only use disposable surgical masks in wet labs (should they wish to wear them for COVID purposes) and not their own personal face coverings as should they become contaminated with chemicals, they will have to be disposed of. PPE worn in the labs is to be removed and disposed of prior to exiting the lab. They can then don their personal face coverings in the hallway/public spaces once outside the lab.</p>	
<p>5. Follow up: Marek Niewczas (Materials Science) (Flooding of his lab ABB-B142)</p> <p>- A follow up discussion on the details regarding this on-going flooding issue was held.</p> <p>- When the power goes out, M. Niewczas' lab has been flooded multiple times by C.Q. Xu's Lab.</p> <p>- There seems to be an awareness issue of this incident between the Departments that are involved.</p>	

<ul style="list-style-type: none"> - Further discussion was held on whether to send a notice of an infraction from this Committee to Dr. Xu. - J. Nakamura stated that all recommendations have to go to the Dean. The Dean will then have 21 days to respond. - J. Nakamura will update the draft letter he has already written and then it will be sent to the Dean of Engineering from the Committee to address the continuing issue of the flooding of Marek's Lab. 	<p>J. Nakamura will update his draft recommendation letter to send to the Dean of Engineering</p>
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3. New Business

<p>1. Designated Substance Assessments for Review (Mercuric chloride and Lead acetate)</p> <ul style="list-style-type: none"> - A discussion was held on some inconsistencies found in the report. - D. Stevanovic will read over and make comments. The Committee is asked to also make comments to the TEAMS site for review. - This will be left up to discuss at our next meeting. - *Clarification that came up during this discussion is that this Committee does not approve Designated Substance Assessments, they only review them according to our Terms of Reference. 	
<p>2. Phase 2</p> <ul style="list-style-type: none"> - The university is officially in Phase 2 according to a notice from AVP (August 10, 2020). - A discussion was held on different issues that will be arising with this new phase (including the comments below): - Question: How will we handle training? Can it be done in groups? - Approvals still have to go through Associate Dean (Research), J. Preston for amendments for training of individuals. - Correct the directional signage in the buildings as they are not clear. A work order was placed to Facility Services to correct this. - What is the specific role of JHSC during COVID? (L. Allan) - The role is to ensure the health & safety of the workers. COVID just adds another layer now that we have SOP's specific going back to work. - It has been decided by different Deans from different Faculties as to how these JHSC will carry these out. Dean of Engineering stated that he wants the Departmental Committees to review all of the SOP's. They make recommendations to send to the supervisor to carry out or not. Ultimately it is the responsibility of the supervisor for the safety of the workers in their lab. <p>Summary:</p> <ul style="list-style-type: none"> - The role of JHSC is to ensure that the supervisors are putting in place proper protocols and procedures and informing all of their employees of the hazards of their working environment and that COVID is one of those. - Workers are aware of the hazards and following the proper protocols, the proper PPE and safety controls that are in place. Working in a proper 	

<p>building with proper ventilation, working in labs that have proper equipment such as fume hoods.</p> <ul style="list-style-type: none"> - Administrative controls, we are getting our proper training on putting on gloves, face masks, have schedules in place to limit the number of people in the labs. - Personal level, I am wearing my proper PPE and following proper guidelines that have been set out by my supervisor. - As long as when we go into the work place all three levels are in place: Engineering, Administrative and PPE and people are following them we have done our job. 	
<p>3. Gas Cylinder Cage</p> <ul style="list-style-type: none"> - New hinges were put on, but the lock is still hard to take off and open the door. R. Lodewyks to look into this issue. 	
<p>4. Emergency Response Team</p> <ul style="list-style-type: none"> - If we do go back, there is no emergency response team? Call security and they will respond with an emergency. 	

4. Incident Reports

None.	
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5. Safety Reports

AREA	REPORT SUBMITTED
1. CAS	No.
2. Chemical Engineering	No.
3. Engineering Physics/CEDT	No
4. Civil/ADL Engineering	No.
5. General	No.
6. iBiomed	No.
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

No meetings in the Summer. If any concerns send an email to EOHSS.	
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7. Other Business

None.	
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8. JHE Restructuring

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

NEXT MEETING: Wednesday, September 9, 2020

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