

**Faculty of Engineering**  
**Joint Health and Safety Committee Minutes**  
**July 14, 2021 (Virtual Meeting)**

| <b>Management Member</b>                   | <b>Department</b>            | <b>Attendance</b> |
|--|------------------------------|-------------------|
| Jonathan Bradley                           | Engineering Physics          | Regrets           |
| Robert Fleisig                             | Experiential Learning Office | Present           |
| 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           |
| Shahin Sirouspour                          | Electrical Engineering       | Absent            |
| Kristina Trollip                           | Management Staff Rep.        | Present           |
| Stephen Tullis (Co-Chair)                  | Mechanical Engineering       | Present           |
| Carm Vespi                                 | Alumni                       | -                 |
| Lydell Wiebe                               | Civil Engineering            | Present           |
| Igor Zhitomirsky                           | Materials Science            | Regrets           |
| <b>Worker Member</b>                       | <b>Department</b>            | <b>Attendance</b> |
| Tyler Ackland                              | Electrical Engineering       | Absent            |
| Parmveer Bola                              | iBiomed                      | Absent            |
| Vacant                                     | SEPT (BTech/SEP)             | -                 |
| Monica Han                                 | Civil                        | Present           |
| Maddison Conway (CUPE)                     | CUPE                         | Present           |
| Michael Lee                                | Mechanical Engineering       | Absent            |
| Vacant                                     | Engineering 1                | -                 |
| Heera Marway                               | MMRI                         | Present           |
| Ed McCaffery                               | Materials Science            | Present           |
| Simon McNamee                              | Engineering Physics          | Present           |
| John Nakamura (Co-Chair)                   | Computing and Software       | Present           |
| Daniel Picone (vacant)                     | Hatch Building               | Absent            |
| Timothy Stephens <i>(Certified Member)</i> | Chemical Engineering         | Present           |
| Doris Stevanovic <i>(Certified Member)</i> | CEDT                         | Regrets           |
| Kent Wheeler                               | Civil                        | Regrets           |
| Vacant                                     | General Eng                  | -                 |
| Vacant                                     | Biomedical                   | -                 |
| <b>Consultants/Guests</b>                  | <b>Department</b>            | <b>Attendance</b> |
| Leah Allan                                 | EOHSS                        | Present           |

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

### 1. Minutes and Announcements

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| <p>Minutes Approval:</p> <p>Stephen Tullis Management Co-Chair: _____</p> <p>John Nakamura, Worker Co-Chair: _____</p> <p>June 2021 – No changes required.<br/>Approved, 1<sup>st</sup> D. Keller 2<sup>nd</sup> by L. Wiebe</p> | <p>June 2021 Minutes sent to EOHSS on July 19, 2021</p> |
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### 2. Business Arising

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| <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>                     |  |

### 3. New Business

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### 4. Incident Reports

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| <p>1. Chemical Engineering: Visiting the gas cylinder cage and opened the door to check the cylinder labels and a cylinder toppled forward and three others tipped and ended up leaning against the cage wall. Got help to put the cylinders back in their proper place. Contributing factors: Human causes, person left cylinders in an unsafe position.<br/>Corrective measure – add chains to keep cylinders in place.</p> <p>Discussion on what to do with the cylinder cage and cost. D Keller will talk to the Dean and the machine shop for suggestions.</p> <p>Incident involving a custodian: Broom handle hit a thermos of hot tea which fell and caused a blister on their toe. Just be aware of objects on counter or desk tops that could cause injury.</p> |  |
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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

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| <p>L. Allan mentioned that the university is transitioning to phase 3. Facility Services (FS) is checking out rooms for airflow and air circulation. They are also determining occupancy sizes for rooms. FS is installing air filters with a MERV rating of 13 and have hired an external contractor to change the filters on a monthly basis. They are currently working on rooms booked by the registrar. The report may be available by early August.</p> <p>Central is not meeting for July and August.</p> <p>There will be updated guides for Covid.</p> <p>M. Conway asked how student will be regulated if they sit in a room between classes. L. Allan said it would be difficult to monitor that, but occupancy would not be too high and it would not be an issue. There will potentially be occupancy limits posted for each room.</p> <p>L. Allan mentioned that FS are adding covered areas and chairs out in open areas. She also mentioned that the JHE lounge area has good ventilation.</p> <p>M. Conway asked about extra outlets for outdoor use. L. Allan will bring it to FS.</p> |  |
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## 7. Other Business

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## 8. JHE Restructuring

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Motion to adjourn: 1<sup>st</sup> D. Keller, 2<sup>nd</sup> by M. Conway

NEXT MEETING: Wednesday, Aug 11, 2021

PLEASE NOTE: If you cannot attend this meeting please send regrets to John Nakamura at [nakamura@mcmaster.ca](mailto:nakamura@mcmaster.ca)