

Faculty of Engineering
Joint Health and Safety Committee Minutes
September 8, 2021 (Virtual Meeting)

Management Member	Department	Attendance
Jonathan Bradley	Engineering Physics	Present
Robert Fleisig	Experiential Learning Office	Regrets
Fei Geng	SEPT (BTech/SEP)	Absent
Raja Ghosh	Chemical Engineering	Present
Yiping Guo	Civil Engineering	Present
Wenbo He	Computing and Software	Present
Doug Keller - <i>(Certified Member)</i>	Management Cert. Member	Present
Marek Niewczas	Materials Science	Regrets
Shahin Sirouspour	Electrical Engineering	Absent
Kristina Trollip	Management Staff Rep.	Regrets
Stephen Tullis (Co-Chair)	Mechanical Engineering	Present
Carm Vespi	Alumni	-
Worker Member	Department	Attendance
Tyler Ackland	Electrical Engineering	Absent
Parmveer Bola	iBiomed	Absent
Monica Han	Civil	Present
Maddison Conway (CUPE)	CUPE	Regrets
Michael Lee	Mechanical Engineering	Absent
Natalie Mari	SEPT (BTech/SEP)	Present
Heera Marway	MMRI	Regrets
Ed McCaffery	Materials Science	Present
Simon McNamee	Engineering Physics	Present
John Nakamura <i>(Co-Chair)</i>	Computing and Software	Present
Timothy Stephens <i>(Certified Member)</i>	Chemical Engineering	Regrets
Doris Stevanovic <i>(Certified Member)</i>	CEDT	Present
Kent Wheeler	Civil	Present
Vacant	General Eng	-
Vacant	Biomedical	-
Vacant	Hatch Building	
Consultants/Guests	Department	Attendance
Leah Allan	EOHSS	Present

ISSUES FOR CENTRAL TO ADDRESS	Action Items
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None.	
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1. Minutes and Announcements

<p>Minutes Approval:</p> <p>Stephen Tullis Management Co-Chair: _____</p> <p>John Nakamura, Worker Co-Chair: _____</p> <p>August 2021 – No changes required.</p> <p>Approved, 1st D. Keller 2nd by D. Stevanovic.</p>	<p>August 2021 Minutes sent to EOHSS on Sept 22, 2021</p>
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2. Business Arising

<p>1. Introduction of all JHSC Members</p> <p>- The start of a new JHSC Year. New and old members introduced themselves, and stated their role to the committee.</p>	
<p>2. Room Inspection Summary Lists (September–August yearly)</p> <p>- CAS has completed their list</p> <p>- Civil (ADL) Engineering completed their list</p>	
<p>3. Room inspections – Lab inspections – extra eyes</p>	

3. New Business

<p>Terms of Reference Review</p> <p>-Difference between the responsibilities of the Departmental Health & Safety Committee and the Faculty Joint Health & Safety Committee was discussed.</p> <p>- From a past discussion, it was brought up again, that if a SOP could not cause a severe injury then perhaps it did not need to be brought before this JHSC.</p> <p>- Our (JHSC) Terms of Reference states that every SOP should be reviewed. It states that <u>any</u> injury (not just severe) injury should be brought to this Committee for review.</p> <p>- We are “an extra set of eyes” when reviewing SOPs we are not meant to be experts in the fields that might be involved, but will offer our thoughts and opinions. If the SOP is not understandable to us, then that is a point to be brought forward in the editing of this SOP.</p> <p>- We can look at the training that is necessary and look at the controls that have been put in place as far as we understand.</p> <p><u><i>In our Terms of Reference:</i></u></p> <p>- 4.13 – <i>New or updated SOPs for Equipment/Tools that are likely to cause injury are to be reviewed by this Committee. All subsequent reviews are delegated to the Departmental Committees.</i></p>	
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Worker Co-Chair Selection

- It was unanimous again this year that John Nakamura continue to Co-Chair JHSC for the Workers. Thank you to John for all your hard work – the committee really appreciates it.

4. Incident Reports

<p>1. JHE-B123: Chemical Engineering: Individual felt hot and muggy while standing and not exerting herself in lab. After working in lab for ~20min, felt nauseous and dizzy - left to go to washroom felt faint and vomited in hallway. Others in area did not feel hot or that area was muggy. Regardless, air quality testing was performed and found to be acceptable with no concerns identified. Discussion on temperature in labs/rooms was discussed.</p> <p>2. JHE-362: Chemical (Bio) Engineering: Student was performing a procedure using a Bunsen burner which necessitated their hand being very close to the burner. In attempting to move hand away from burner, the top of the burner was touched briefly. Supervisor to provide additional training on positioning and Bunsen burner usage as well as signage.</p>	
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5. Safety Reports

AREA	REPORT SUBMITTED
1. CAS	Yes. Office inspections. No major issues.
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

None.	
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7. Other Business

<p>MacCheck Digital Tool – Use this to upload your vaccination proof. Or if you are looking for an exemption, you must take the Vaccination Education and Information Training (also available through MOSAIC). The Ministry of Colleges and Universities has decided that instructional spaces will not require physical distancing. These spaces include Labs, classrooms, libraries and designated offices with hours. Everywhere else, physical distancing is required.</p> <p>Also, if your Department wants to have a get-together (for example at the Phoenix), and it is a work-place event, then you have to physical distance even though you are at a restaurant.</p> <p>EOHSS – offers Back to Mac COVID Training (if you have been back to campus in the last 18 months you have already done the COVID training)</p>	
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8. JHE Restructuring

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

NEXT MEETING: Wednesday, October 13, 2021

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