

Faculty of Engineering
Joint Health and Safety Committee Minutes
November 10, 2021 (Virtual Meeting)

Management Member	Department	Attendance
Jonathan Bradley	Engineering Physics	Regrets
Robert Fleisig	Experiential Learning Office	Present
Fei Geng	SEPT (BTech/SEP)	Absent
Raja Ghosh	Chemical Engineering	Present
Yiping Guo	Civil Engineering	Present
Wenbo He	Computing and Software	Absent
Doug Keller - (<i>Certified Member</i>)	Management Cert. Member	Present
Marek Niewczas	Materials Science	Present
Shahin Sirouspour	Electrical Engineering	Absent
Kristina Trollip	Management Staff Rep.	Present
Stephen Tullis (Co-Chair)	Mechanical Engineering	Present
Vacant - Alumni	Alumni	-
Worker Member	Department	Attendance
Tyler Ackland	Electrical Engineering	Absent
Parmveer Bola	iBiomed	Absent
Monica Han	Civil	Regrets
Maddison Conway (CUPE)	CUPE	Regrets
Michael Lee	Mechanical Engineering	Present
Natalie Mari	SEPT (BTech/SEP)	Absent
Heera Marway	MMRI	Present
Ed McCaffery	Materials Science	Regrets
Simon McNamee	Engineering Physics	Absent
John Nakamura (<i>Co-Chair</i>)	Computing and Software	Present
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	-
Vacant	Hatch Building	-
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>October 2021 – No changes required. Approved, 1st M. Lee 2nd by R. Ghosh</p>	<p>Oct. 2021 Minutes sent to EOHSS on Nov.11, 2021</p>
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2. Business Arising

<p>1. Room Inspection Summary Lists (September–August yearly)</p> <p>- None</p>	
<p>3. Room inspections – Lab inspections – extra eyes</p> <p>- None</p> <p>Discussion on “Extra Eyes” Benefits</p> <p>Cross-collaboration (extra-eyes), would be a useful tool when doing our safety inspections between Departments. Sharing knowledge between Departments will catch more safety issues as every department have their own field of expertise.</p>	

3. New Business

<p>Terms of Reference Review</p> <p>D. Stevanovic (Section 4.13) Update the wording from</p> <p>.... Likely to cause injury</p> <p>to now read:</p> <p>... potential to cause injury</p> <p>Motion was granted: 1st D. Keller, and seconded by D. Stevanovic</p> <p>_____</p> <p>Section 6.1: Update the wording from</p> <p>..... The Committee will meet 2nd Wednesday of every month</p> <p>To now read:</p> <p>..... The Committee will meet each month.</p> <p>Motion was granted: 1st J. Nakamura and seconded by M. Niewczas</p> <p>We will continue to meet on MS TEAMS next term as well. We will decide in the Summer of 2022 if we want to start meeting in person.</p>	
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<p>Is it a requirement to have Egress Maps?</p> <p>D. Stevanovic brought up a question that arose in her Engineering Physics Departmental Meeting. Is it a requirement to have Egress Maps?</p> <p>L. Allan gave an explanation regarding the current signage requirements being implemented on campus.</p> <ul style="list-style-type: none"> - COVID masking and physical distancing signage is still to be implemented according to the guidelines. - Every Department has to have a Fire Plan on file in the main office. There is no official requirement to have directional signage on every door. 	
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4. Incident Reports

<p>1. None.</p> <p>Discussion was held regarding an incident at MARC. A Mechanical Eng Student was working with metal powder for 3D printing. They took these powders from campus over to MARC. With dust handling, there are potential inhalation hazards. There was no SOP in place. No PPE was being used. The student was stopped from working on the project. The supervisor was contacted and notified of the improper procedure. The supervisor has banned the students from using the facility until further notice. They would like to see better procedures in place at the MARC building.</p>	
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5. Safety Reports

AREA	REPORT SUBMITTED
1. CAS	Yes. General rooms last month. Nothing major, some lights were out.
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	Yes. Rebranding of pink slips (Dial 88). New signs in every room.

8. Materials Science & Eng.	No.
9. MMRI	No.
10. SEPT	No.
11. HATCH	No.

6. Central Committee Minutes/Incidents

<p>1. Emergency Response team is back on campus 24/7.</p> <p>2. There are 3 AED towers purchased for on campus (outside Mills), 2 near emergency phones. Basement BSB (Eng Phys) bought one and it is installed.</p> <p>3. No physical distancing in instructional spaces. All other places you still have to physically distance including when you are eating and drinking. Masks are still required and good hand sanitizing recommended.</p> <p>4. Oily waste: paper towels put in garbage. They are hazardous waste and should be separated out.</p> <p>5. Procedures are constantly changing, so keep up to date with what is happening on campus.</p> <p>6. October was Healthy Workplace Month. There are a lot of resources out there on HR website.</p>	
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7. Other Business

<p>AED Devices for Engineering.</p> <p>J. Nakamura checked his AED unit and the battery was dead (green light not blinking).</p> <p>Who are looking after the units? There is an expiry date posted on the battery.</p> <p>R. Lodewyks has ordered batteries for Engineering and J. Nakamura will distribute if needed.</p>	
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8. JHE Restructuring

<p>- M. Lee will send email to J. Nakamura regarding an old stairway that is no longer in existence.</p>	
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Motion to adjourn: 1st D. Keller 2nd by D. Stevanovic.

NEXT MEETING: Wednesday, December 8, 2021

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