Faculty of Engineering Joint Health and Safety Committee Minutes January 12, 2022 (Virtual Meeting)

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 Absent Doug Keller - (Certified Member) Management Cert. Member Present Marck Niewczas Materials Science Absent Shahin Sirouspour Electrical Engineering Absent Kristina Trollip Management Staff Rep. Present Stephen Tullis (Co-Chair) Mechanical Engineering Present Vacant - Alumni Alumni	Management Member	Department	Attendance
SEPT (BTech/SEP) Absent	Jonathan Bradley	Engineering Physics	Present
Raja Ghosh Chemical Engineering Present Yiping Guo Civil Engineering Present Wenbo He Computing and Software Absent Doug Keller - (Certified Member) Management Cert. Member Present Marek Niewczas Materials Science Absent Shahin Sirouspour Electrical Engineering Absent Kristina Trollip Management Staff Rep. Present Stephen Tullis (Co-Chair) Mechanical Engineering Present Worker Member Department Attendance Tyler Ackland Electrical Engineering Absent Monica Han Civil Regrets Michael Lee Mechanical Engineering Present Natalie Mari SEPT (BTech/SEP) Present Heera Marway MMRI Present Ed McCaffery Materials Science Regrets Simon McNamee Engineering Physics Present John Nakamura (Co-Chair) Computing and Software Present Timothy Stephens (Certified Member) Chemical Engineering Present CEDT Present Kent Wheeler Vacant Hatch Building - Consultants/Guests Attendance	Robert Fleisig	Experiential Learning Office	Regrets
Yiping Guo Civil Engineering Present Wenbo He Computing and Software Absent Doug Keller - (Certified Member) Management Cert. Member Present Marek Niewczas Materials Science Absent Shahin Sirouspour Electrical Engineering Absent Kristina Trollip Management Staff Rep. Present Stephen Tullis (Co-Chair) Mechanical Engineering Present Vacant - Alumni - Attendance Tyler Ackland Electrical Engineering Absent Parmveer Bola iBiomed Absent Monica Han Civil Regrets Maddison Konway (CUPE) CUPE Regrets Michael Lee Mechanical Engineering Present Natalie Mari SEPT (BTech/SEP) Present Heera Marway MMRI Present Ed McCaffery Materials Science Regrets Simon McNamee Engineering Physics Present John Nakamura (Co-Chair) Computing and Software Present Timothy Stephens (Certified Member) Chemical Engineering Present	Fei Geng	SEPT (BTech/SEP)	Absent
Wenbo He Computing and Software Absent Doug Keller - (Certified Member) Management Cert. Member Present Marek Niewczas Materials Science Absent Kristina Trollip Management Staff Rep. Present Kristina Trollip Management Staff Rep. Present Machanical Engineering Present Vacant - Alumni - Worker Member Department Attendance Tyler Ackland Parmveer Bola Monica Han Civil Regrets Maddison Konway (CUPE) Michael Lee Mechanical Engineering Present Natalie Mari SEPT (BTech/SEP) Present Heera Marway MMRI Present Ed McCaffery Materials Science Regrets Simon McNamee Engineering Physics Present Timothy Stephens (Certified Member) Civil CEDT Present Kent Wheeler Civil Regrets Consultants/Guests Department Attendance Absent Absent Attendance Absent Absent Absent Attendance Absent Absent Attendance Absent Ab	Raja Ghosh	Chemical Engineering	Present
Doug Keller - (Certified Member)Management Cert. MemberPresentMarek NiewczasMaterials ScienceAbsentShahin SirouspourElectrical EngineeringAbsentKristina TrollipManagement Staff Rep.PresentStephen Tullis (Co-Chair)Mechanical EngineeringPresentVacant - Alumni-Alumni-Worker MemberDepartmentAttendanceTyler AcklandElectrical EngineeringAbsentParmveer BolaiBiomedAbsentMonica HanCivilRegretsMichael LeeMechanical EngineeringPresentMichael LeeMechanical EngineeringPresentNatalie MariSEPT (BTech/SEP)PresentHeera MarwayMMRIPresentEd McCafferyMaterials ScienceRegretsSimon McNameeEngineering PhysicsPresentJohn Nakamura (Co-Chair)Computing and SoftwarePresentTimothy Stephens (Certified Member)Chemical EngineeringPresentDoris Stevanovic (Certified Member)CEDTPresentKent WheelerCivilRegretsVacantBiomedical-VacantBiomedical-Consultants/GuestsDepartmentAttendance	Yiping Guo	Civil Engineering	Present
Marek NiewczasMaterials ScienceAbsentShahin SirouspourElectrical EngineeringAbsentKristina TrollipManagement Staff Rep.PresentStephen Tullis (Co-Chair)Mechanical EngineeringPresentVacant – Alumni-Alumni-Worker MemberDepartmentAttendanceTyler AcklandElectrical EngineeringAbsentParmveer BolaiBiomedAbsentMonica HanCivilRegretsMaddison Konway (CUPE)CUPERegretsMichael LeeMechanical EngineeringPresentNatalie MariSEPT (BTech/SEP)PresentHeera MarwayMMRIPresentEd McCafferyMaterials ScienceRegretsSimon McNameeEngineering PhysicsPresentJohn Nakamura (Co-Chair)Computing and SoftwarePresentTimothy Stephens (Certified Member)Chemical EngineeringPresentDoris Stevanovic (Certified Member)CEDTPresentKent WheelerCivilRegretsVacantGeneral Eng-VacantBiomedical-VacantHatch Building-Consultants/GuestsDepartmentAttendance	Wenbo He	Computing and Software	Absent
Electrical Engineering Absent	Doug Keller - (Certified Member)	Management Cert. Member	Present
Kristina Trollip Management Staff Rep. Present Stephen Tullis (Co-Chair) Mechanical Engineering Present Vacant - Alumni Alumni Department Attendance Tyler Ackland Electrical Engineering Absent Parmveer Bola Biomed Absent Monica Han Civil Regrets Maddison Konway (CUPE) CUPE Regrets Michael Lee Mechanical Engineering Present Natalie Mari SEPT (BTech/SEP) Present Heera Marway MMRI Present Ed McCaffery Materials Science Regrets Simon McNamee Engineering Physics Present John Nakamura (Co-Chair) Computing and Software Present Timothy Stephens (Certified Member) Chemical Engineering Present CEDT Present Kent Wheeler Vacant Biomedical - Vacant Hatch Building - Consultants/Guests Present Attendance Attendance	Marek Niewczas	Materials Science	Absent
Mechanical Engineering Present	Shahin Sirouspour	Electrical Engineering	Absent
Vacant - AlumniAlumni-Worker MemberDepartmentAttendanceTyler AcklandElectrical EngineeringAbsentParmveer BolaiBiomedAbsentMonica HanCivilRegretsMaddison Konway (CUPE)CUPERegretsMichael LeeMechanical EngineeringPresentNatalie MariSEPT (BTech/SEP)PresentHeera MarwayMMRIPresentEd McCafferyMaterials ScienceRegretsSimon McNameeEngineering PhysicsPresentJohn Nakamura (Co-Chair)Computing and SoftwarePresentTimothy Stephens (Certified Member)Chemical EngineeringPresentDoris Stevanovic (Certified Member)CEDTPresentKent WheelerCivilRegretsVacantGeneral Eng-VacantBiomedical-VacantHatch Building-Consultants/GuestsDepartmentAttendance	Kristina Trollip	Management Staff Rep.	Present
Worker Member Tyler Ackland Electrical Engineering Absent Biomed Absent Monica Han Civil Regrets Maddison Konway (CUPE) CUPE Mechanical Engineering Present Matalie Mari SEPT (BTech/SEP) Present Heera Marway MMRI Present Ed McCaffery Materials Science Regrets Simon McNamee Engineering Physics Present John Nakamura (Co-Chair) Timothy Stephens (Certified Member) Chemical Engineering Present CEDT Present Kent Wheeler Vacant Biomedical - Vacant Consultants/Guests Attendance Absent Absent Absent Absent Absent Actendance Absent Absent Absent Absent Absent Absent Actendance Absent Absent Absent Absent Actendance Absent Absent Absent Actendance Absent Actendance Attendance Attendance Attendance	Stephen Tullis (Co-Chair)	Mechanical Engineering	Present
Tyler Ackland Parmveer Bola iBiomed Absent Monica Han Civil Regrets Maddison Konway (CUPE) CUPE Regrets Michael Lee Mechanical Engineering Present Natalie Mari SEPT (BTech/SEP) Present Heera Marway MMRI Present Ed McCaffery Materials Science Engineering Physics Present John Nakamura (Co-Chair) Computing and Software Timothy Stephens (Certified Member) Chemical Engineering Present CEDT Present Kent Wheeler Civil Regrets Vacant Biomedical - Hatch Building - Consultants/Guests Absent	Vacant – Alumni	Alumni	-
Parmveer Bola Biomed Civil Regrets Maddison Konway (CUPE) CUPE Regrets Michael Lee Mechanical Engineering Present Natalie Mari SEPT (BTech/SEP) Present Heera Marway MMRI Present Ed McCaffery Materials Science Engineering Physics Present John Nakamura (Co-Chair) Computing and Software Present Timothy Stephens (Certified Member) Chemical Engineering Present Timothy Stevanovic (Certified Member) CEDT Present Kent Wheeler Civil Regrets Vacant Biomedical - Vacant Hatch Building - Consultants/Guests Attendance	Worker Member	Department	Attendance
Monica Han Civil Regrets Maddison Konway (CUPE) CUPE Regrets Michael Lee Mechanical Engineering Present Natalie Mari SEPT (BTech/SEP) Present Heera Marway MMRI Present Ed McCaffery Materials Science Regrets Simon McNamee Engineering Physics Present Timothy Stephens (Certified Member) Computing and Software Present Timothy Stevanovic (Certified Member) CEDT Present Kent Wheeler Civil Regrets Vacant Biomedical - Vacant Hatch Building Consultants/Guests Present Attendance	Tyler Ackland	Electrical Engineering	Absent
Maddison Konway (CUPE) CUPE Regrets Michael Lee Mechanical Engineering Present Natalie Mari SEPT (BTech/SEP) Present Heera Marway MMRI Present Ed McCaffery Materials Science Regrets Simon McNamee Engineering Physics Present John Nakamura (Co-Chair) Computing and Software Present Timothy Stephens (Certified Member) Chemical Engineering Present CEDT Present Kent Wheeler Civil Regrets Vacant Biomedical - Vacant Hatch Building - Consultants/Guests Department Attendance	Parmveer Bola	iBiomed	Absent
Michael Lee Mechanical Engineering Present Natalie Mari SEPT (BTech/SEP) Present Heera Marway MMRI Present Ed McCaffery Materials Science Regrets Simon McNamee Engineering Physics Present John Nakamura (Co-Chair) Computing and Software Present Timothy Stephens (Certified Member) Chemical Engineering Present CEDT Present Kent Wheeler Civil Regrets Vacant Biomedical - Vacant Hatch Building - Consultants/Guests Mechanical Engineering Present Regrets Attendance	Monica Han	Civil	Regrets
Natalie Mari Heera Marway MMRI Present Ed McCaffery Materials Science Engineering Physics Present John Nakamura (Co-Chair) Computing and Software Present Timothy Stephens (Certified Member) CEDT Present Kent Wheeler Civil Regrets Vacant General Eng - Vacant Hatch Building Consultants/Guests Present Attendance	Maddison Konway (CUPE)	CUPE	Regrets
Heera Marway Ed McCaffery Materials Science Regrets Simon McNamee Engineering Physics Present Computing and Software Present Timothy Stephens (Certified Member) Chemical Engineering Present CEDT Present Kent Wheeler Civil Regrets Vacant General Eng - Vacant Hatch Building Consultants/Guests MMRI Present Regrets Present Present Present Present Attendance	Michael Lee	Mechanical Engineering	Present
Materials Science Regrets	Natalie Mari	SEPT (BTech/SEP)	Present
Simon McNamee Engineering Physics Present Computing and Software Present Chemical Engineering Present Chemical Engineering Present Chemical Engineering Present CEDT Present Kent Wheeler Civil Regrets Vacant Biomedical - Vacant Hatch Building - Consultants/Guests Department Attendance	Heera Marway	MMRI	Present
John Nakamura (Co-Chair)Computing and SoftwarePresentTimothy Stephens (Certified Member)Chemical EngineeringPresentDoris Stevanovic (Certified Member)CEDTPresentKent WheelerCivilRegretsVacantGeneral Eng-VacantBiomedical-VacantHatch Building-Consultants/GuestsDepartmentAttendance	Ed McCaffery	Materials Science	Regrets
Timothy Stephens (Certified Member) Chemical Engineering Present CEDT Present Kent Wheeler Civil Regrets Vacant Biomedical - Hatch Building Consultants/Guests Present Attendance	Simon McNamee	Engineering Physics	Present
Doris Stevanovic (Certified Member)CEDTPresentKent WheelerCivilRegretsVacantGeneral Eng-VacantBiomedical-VacantHatch Building-Consultants/GuestsDepartmentAttendance	John Nakamura (Co-Chair)	Computing and Software	Present
Kent WheelerCivilRegretsVacantGeneral Eng-VacantBiomedical-VacantHatch Building-Consultants/GuestsDepartmentAttendance	Timothy Stephens (Certified Member)	Chemical Engineering	Present
Vacant General Eng - Vacant Biomedical - Vacant Hatch Building - Consultants/Guests Department Attendance	Doris Stevanovic (Certified Member)	CEDT	Present
Vacant Biomedical - Vacant Hatch Building - Consultants/Guests Department Attendance	Kent Wheeler	Civil	Regrets
Vacant Hatch Building - Consultants/Guests Department Attendance	Vacant	General Eng	-
Consultants/Guests Department Attendance	Vacant	Biomedical	-
·	Vacant	Hatch Building	-
Leah Allan EOHSS Regrets	Consultants/Guests	Department	Attendance
l l	Leah Allan	EOHSS	Regrets
Muhammad Munir (Guest) Eng Phys Present	Muhammad Munir (Guest)	Eng Phys	Present

ISSUES FOR CENTRAL TO ADDRESS	Action Items
None.	

1. Minutes and Announcements

Minutes Approval:	
Stephen Tullis Management Co-Chair:	
John Nakamura, Worker Co-Chair:	
December 2021 No change to the military	Dec. 2021 Minutes sent to
December 2021 – No changes to the minutes.	EOHSS on Jan.12, 2022
Approved, 1 st D. Keller and 2 nd by D. Stevanovic	

2. Business Arising

1. Room Inspection Summary Lists (September–August yearly)	
- None	
2. Room inspections – Lab inspections – extra eyes	
- None	

3. New Business

AED Update

- On-going and still discussing, leave on the Agenda
- Note: All batteries were replaced that we (Engineering) are responsible for.

$SOP - 50 \; mW \; 405 \; nM \; Class \; 3B \; Continuous Diode \; Laser Operating Procedure$

- Discussion with the Committee.
- Safety glasses and which specific type of eye protection was discussed.

4. Incident Reports

1. <u>JHE-362</u> : Mech Eng While performing sterile procedure with bacterial culture, EE's hand made contact with flame of bunsen burner.	
Supervisor to retrain EE on proper distancing from flame and technique for handling samples and other equipment in area of flame.	

5. Safety Reports

AREA	REPORT SUBMITTED
1. CAS	Yes. General inspection – nothing major, some lights 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	No.
8. Materials Science & Eng.	Yes. G. Riddell received from E. McCaffery.
9. MMRI	No.
10. SEPT	No.
11. HATCH	No.

6. Central Committee Minutes/Incidents

None.

7. Other Business

Return to Campus

- It is a good idea to inspect undergrad labs before January 17, 2022 with the return to labs approaching.

Engineering Physics Departmental Committee Meeting, brought up our previous discussion on Fire Plans.

- EOHSS has stated that each Department should have a copy of the Fire Plan in their Department Office.
- Is there a template or an example of this document?
- Each lab has EGRESS posted, it is documented on the map the route to exit the building in case of fire
- It is part of the information regarding safety procedures given to students in the lab
- What, if any, is the plan for visitors to the lab?
- Keep on Agenda for further discussion

Check with L. Allan the legality of visitors.

Propping Fire Doors Open

- It was brought to our attention that the First Floor (JHE) fire doors have been propped open. This might be because of the ongoing construction in this building.

D. Stevanovic to contact contractor to follow up.

8. JHE Restructuring

|--|

Motion to adjourn: 1st by D. Keller and 2nd by M. Lee

NEXT MEETING: Wednesday, February 9, 2022

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