

**Faculty of Engineering**  
**Joint Health and Safety Committee Minutes**  
**July 13, 2022 (Virtual Meeting)**

FINAL

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

<b>ISSUES FOR CENTRAL TO ADDRESS</b>	<b>Action Items</b>
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None.	
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### 1. Minutes and Announcements

Minutes Approval: Stephen Tullis Management Co-Chair: _____ John Nakamura, Worker Co-Chair: _____  June 2022 – No changes to the minutes. We did not have quorum for approval.	July 13, 2022 Minutes sent to EOHSS on , 2022
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### 2. Business Arising

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

### 3. New Business

None	
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### 4. Incident Reports

L. Allen presented an incident that occurred in ABB-205:  -While pipetting and filtering a mercaptoethanol solution, the student unknowingly used a concentrated solution which resulted in the syringe filter melting and subsequent spill. -Student will include a note in the procedure to dilute the solution before filtering. Supervisor has added a label to bottle on how to filter and also added to lab electronic inventory.	
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### 5. Safety Reports

AREA	REPORT SUBMITTED
1. CAS	YES. Received by Melissa Robinson. ABB-C527 - No Emergency contacts and telephone numbers posted on the exterior door leading into the lab -No Eating/Drinking Signage is posted -No waste baskets in the room -Door does not close to a locked state, latch gets stuck.

2. Chemical Engineering	<p>No report submitted.</p> <p>-T. Stephens reported to the group that he inspected 8-9 labs, 6-7 offices, and several general areas in the last month.</p> <p>-In the labs he found issues with individuals forgetting to wear safety glasses, chemicals being stored incorrectly, old samples and material allowed to accumulate and causing clutter.</p> <p>-A couple of spaces where safety/emergency lights were out emergency lights and re requested Facility Services to repair.</p>
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	<p>No report submitted.</p> <p>-The casting lab was inspected and issues were found regarding clear paths, expired or old PPE, student training with fire extinguishers, updates for contacts, and general cleanliness.</p>
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><b>Inspection Process</b></p> <p>-Timeframe for inspection year runs from September to August.</p> <p>-L. Allan requested a list of rooms/areas that have been inspected.</p> <p>-L. Allan confirmed requirement to have a record of all inspections performed each year</p> <p>-L. Allan is also available to participate in lab inspection upon request, as having an external member participate in the process can assist with compliance</p> <p>-Department JHSC committee members can be recruited to assist with inspections with areas split up, utilizing the checklists.</p>	<p>L. Allan to look into inspection report process.</p>
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<p>-L. Allan will confirm for next meeting the process of providing inspection reports: the JHSC member does the inspection and provides a copy to the PI, the PI responds to the committee, and only if there are issues does it get escalated. An annual report would then be provided to the chair as an overview.</p>	
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**Summer Camp Safety**

-L. Allan: summer camps have begun, which will result in higher incidences.

-Camp incident reports are not included in the annual summaries to the central committee but are discussed at this committee.

-Observed similar incidents that happened in the past such as burns from the glue guns and the soldering irons. While mitigation practices were implemented previously, with the use of thick Nitrile gloves and limiting access to the glue guns for the younger camp children, L. Allan reminded the camp leaders to review health and safety measures prior to each experiment.

**8. JHE Restructuring**

-None.	
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Motion to adjourn: No motion due to not enough members for quorum

NEXT MEETING: Wednesday, August 10, 2022

PLEASE NOTE: If you cannot attend this meeting, please send regrets to Caroline or Melissa at [thehub@mcmaster.ca](mailto:thehub@mcmaster.ca)