

**Faculty of Engineering**  
**Joint Health and Safety Committee Minutes**  
**February 8, 2023 (Virtual Meeting)**

FINAL

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<b>Management Member</b>	<b>Department</b>	<b>Attendance</b>
David Novog	Engineering Physics	Absent
Robert Fleisig	Experiential Learning Office	Present
Fei Geng	SEPT (BTech/SEP)	Absent
Carlos Filipe	Chemical Engineering	Absent
Younggy Kim	Civil Engineering	Present
Wenbo He	Computing and Software	Present
Doug Keller - ( <i>Certified Member</i> )	Management Cert. Member	Present
Dmitri Malakhov	Materials Science	Present
Shahin Sirouspour	Electrical Engineering	Absent
Sarah Novosedlik	Management Staff Rep.	Present
Stephen Tullis ( <i>Co-Chair</i> )	Mechanical Engineering	Present
Paige O'Beirne	Alumni/Venture Camp	Absent
Boyan Zhang	Biomedical	Absent
<b>Worker Member</b>	<b>Department</b>	<b>Attendance</b>
Ron Hardwood	Electrical Engineering	Absent
Parmveer Bola	iBiomed	Absent
Monica Han	Civil	Regrets
Oliva Pare	Civil	Absent
Aryen Shakib	CUPE Unit 1	Present
Michael Lee	Mechanical Engineering	Present
Omar Danta	SEPT	Present
Heera Marway	MMRI	Present
Ed McCaffery	Materials Science	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	Regrets
Kent Wheeler	Civil	Regrets
Vacant	Engineering Physics	-
Vacant	General Eng	-
Vacant	Biomedical	-
Vacant	Hatch Building	-
<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

<p>Minutes Approval:</p> <p>Stephen Tullis Management Co-Chair: _____</p> <p>John Nakamura, Worker Co-Chair: _____</p> <p>January 11<sup>th</sup>, 2023 minutes – no changes.</p> <p>Approved, 1<sup>st</sup> by R. Fleisig 2<sup>nd</sup> by M. Lee</p>	<p>January 11<sup>th</sup>, 2023 Minutes sent to EOHSS on February 10, 2023</p>
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### 2. Business Arising

<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> <p>None.</p>	

### 3. New Business

<p><u>Signage for Cylinder Cages – Update</u></p> <p>-L. Allen provided an update to the members regarding signage for the cylinder cages. She reached out to Facility Services. Clarification was needed regarding the ETB cages and they were to connect with O. Danta.</p> <p>-O. Danta reported that the 4 cages are shared by SEPT, ECE and MECHENG. He requested direction on how the cages should be set up and keys distribution. It was suggested that the Hub manage keys as they already issue and tracks all physical keys for Engineering. It was proposed that there be 3 cages shared by all users, to be labelled: 1 for Empty cylinders, 1 for Full cylinders and 1 for Flammable Gas as these need to be stored separately. The cages would also need to be rekeyed to one key.</p> <p>-M. Robinson clarified that the physical key process. Department key authorizer completes the online key webform which is sent through the Hub for processing and recording. She indicated that the Hub also has a sign-out sheet for the key to the JHE gas cylinder cage, as this may be a process to replicate for the ETB gas cylinder cages.</p>	
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-S. Novosedlik will bring this request to N. Balfourt for discussion and/or approval, to align with how the JHE administers the cylinder cages. It was also agreed to proceed with getting the signage made.	
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#### 4. Incident Reports

None.	
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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

None.	
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#### 7. Other Business

##### EOHSS Updates/Reminders

-L. Allen reported that EOHSS will be changing their name to University Health and Safety. She also reported that EOHSS is updating their training modules. She reminded to be careful when traveling on campus due to snow melting and then freezing when the temperature lowers causing "Slips, Trips, and Falls." She also updated the group on the new hybrid First Aid training available all JHSC members across campus.

-L. Allen will investigate having a fire extinguisher training and demonstration session. She went on to remind the group regarding emergency evacuations, emphasizing the importance of fire drills,

considering recent past fire events in campus residences.	
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New Member

-J. Nakamura welcomed new member Aryen Shakib who is replacing Talena Rambarran, as Representative for CUPE Unit 1.

## 8. JHE Restructuring

None.	
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Motion to adjourn: Motion to adjourn 1<sup>st</sup> D. Keller 2<sup>nd</sup> M. Lee

NEXT MEETING: Wednesday, March 8<sup>th</sup>, 2023

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