

**Faculty of Engineering**  
**Joint Health and Safety Committee Minutes**  
**September 13, 2023 (Virtual Meeting)**

FINAL

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<b>Management Member</b>	<b>Department</b>	<b>Attendance</b>
Jonathan Bradley	Engineering Physics	Present
Robert Fleisig	Experiential Learning Office	Regrets
Fei Geng	SEPT (BTech/SEP)	Absent
Carlos Filipe	Chemical Engineering	Absent
Younggy Kim	Civil Engineering	Present
Wenbo He	Computing and Software	Absent
Ridha Khedri	Computing and Software	Regrets
Doug Keller - ( <i>Certified Member</i> )	Management Cert. Member	Present
Dmitri Malakhov	Materials Science	Absent
Joey Kish	Materials Science	Absent
Shahin Sirouspour	Electrical Engineering	Absent
Sarah Novosedlik	Management Staff Rep.	Present
Stephen Tullis (Co-Chair)	Mechanical Engineering	Present
Paige O'Beirne	Alumni/Venture Camp	Regrets
Boyan Zhang	Biomedical	Absent
Jeff Longley	General Eng	Present
<b>Worker Member</b>	<b>Department</b>	<b>Attendance</b>
Stephan Olaizola	Electrical Engineering	Present
Parmveer Bola	iBiomed	Absent
Monica Han	Civil	Present
Oliva Pare	Civil	Absent
Aryen Shakib	CUPE Unit 1	Present
Fei Xu	CUPE Unit 3	Absent
Yeganeh Nasrollahzadeh	CUPE 3906 Unit 1 Member	Absent
Amir Yazdanpour	CUPE 3906 Unit 1 Member	Absent
Michael Lee	Mechanical Engineering	Absent
Omar Danta	SEPT	Absent
Heera Marway	MMRI	Absent
Ed McCaffery	Materials Science	Present
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	Absent
Jim Cleaver	Machine Shop	Present
Lawrence Mak	General Eng	Present
Martha Kafuko	Experiential Learning (ELO)	Present
Bhumika Goswami	180 Bloor Street	Present
Vacant	Engineering Physics	-

Vacant	Biomedical	-
Vacant	Hatch Building	-
<b>Consultants/Guests</b>	<b>Department</b>	<b>Attendance</b>
Leah Allan	University Health and Safety	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>August 9<sup>th</sup>, 2023 minutes – no changes.</p> <p>Approved, 1<sup>st</sup> by D. Stevanovic and 2<sup>nd</sup> by D. Keller</p>	<p>August 9<sup>th</sup>, 2023 Minutes sent to UHS on October 5<sup>th</sup>, 2023</p>
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### 2. Business Arising

<p><b>1. Room Inspection Summary Lists (September–August yearly)</b></p> <p>-It was clarified the inspection year is September 1<sup>st</sup> – August 31<sup>st</sup>.</p> <p>-Computing and Software, Chemical Engineering and Civil have submitted summary lists. 180 Bloor summary list will be forthcoming after addressing some minor issues.</p>	
<p><b>2. Room inspections – Lab inspections – extra eyes</b></p> <p>-D. Stevanovic will connect with L. Allan to set up times for lab inspections.</p>	
<p><b>Terms of Reference Review</b></p> <p>-EOHSS has been updated to reflect the new name of UHS-University Health and Safety</p> <p>-J. Nakamura will post the Terms of Reference</p>	
<p><b>Worker Co-Chair Selection</b></p> <p>-Following the JHSC meeting work reps will remain to discuss the next Co-Chair.</p>	

### 3. New Business

<p><u>Virtual Meetings – Continue?</u></p> <p>-Committee members agreed with continuing to meet virtually.</p> <p><u>SOP – WAZER desktop waterjet cutter</u></p> <p>-feedback given from committee members: add Emergency contact information, clarify what types of materials this unit is designed to cut,</p>	<p>-M. Robinson will send out a calendar invite with a Teams link for future meetings.</p>
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include model number.	
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#### 4. Incident Reports

<p>Presented by L. Allan:</p> <p>Director of Finance and Administration - JHE Corridor Level 2 Hazard</p> <p>Incident Description: EE slipped and fell walking along corridor of JHE. Floor was wet and posted with warning sign.</p> <p>Resolution: Engineering (via the Dean's office) to look into whether floor is particularly slippery when wet and take measures to mitigate if true.</p> <p>Mechanical Engineering - MARC 169 Irritation - Healthcare-Non Compensable</p> <p>Incident Description: Potential inhalation of acid fumes while working in fume hood etching metallographic samples</p> <p>Resolution: Reinstruction of person involved (reminding users to work inside the fume hood and to not bring containers being used outside of the fume hood)</p>	
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#### 5. Safety Reports

AREA	REPORT SUBMITTED
1. CAS	Yes, office spaces.
2. Chemical Engineering	No.
3. Engineering Physics/CEDT	Yes. UG Labs, JHE and BSB. Fire extinguishers not being regularly inspected. Also observed that fume hoods not being regularly inspected. Lightbulbs needing replaced. Doors signs need updating.
4. Civil/ADL Engineering	Yes. Eye washing station needs repairing flow and temperature.
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

-Nothing to report as the meeting will be next week.	
-The Health and Safety Board is now virtual and available online.	

## 7. Other Business

<p><u>Fire Alarms Drills</u></p> <p>-It was clarified that Security Services protocol during fire drills is that they are to give all clear signal when it is deemed safe to return to the building. However due lack of available vehicles, it is not consistently happening.</p>	
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## 8. JHE Restructuring

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

NEXT MEETING: Wednesday, October 11<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)