

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

FINAL

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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
Younggy Kim	Civil Engineering	Absent
Ridha Khedri	Computing and Software	Absent
Doug Keller - (<i>Certified Member</i>)	Management Cert. Member	Present
Joey Kish	Materials Science	Present
Shahin Sirouspour	Electrical Engineering	Present
Sarah Novosedlik	Management Staff Rep.	Absent
Stephen Tullis (Co-Chair)	Mechanical Engineering	Absent
Paige O'Beirne	Outreach	Regrets
Boyan Zhang	Biomedical	Absent
Jeff Longley	General Eng	Present
Worker Member	Department	Attendance
Stephan Olaizola	Electrical Engineering	Absent
Parmveer Bola	iBiomed	Absent
Monica Han	Civil	Absent
Oliva Pare	Civil	Absent
Aryen Shakib	CUPE Unit 1	Present
Michael Lee	Mechanical Engineering	Absent
Omar Danta	SEPT	Present
Heera Marway	MMRI	Regrets
Ed McCaffery	Materials Science	Regrets
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	Regrets
Kent Wheeler	Civil	Regrets
Jim Cleaver	Machine Shop	Present
Lawrence Mak	General Eng	Present
Martha Kafuko	Experiential Learning (ELO)	Regrets
Bhumika Goswami	180 Bloor Street	Present
Vacant	Engineering Physics	-
Vacant	Biomedical	-
Vacant	Hatch Building	-
Consultants/Guests	Department	Attendance
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>November 8th, 2023 minutes – no changes.</p> <p>Approved, 1st by O. Danta and 2nd by J. Nakamura</p>	<p>November 8th, 2023 Minutes sent to UHS on</p>
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2. Business Arising

<p>1. Room Inspection Summary Lists (September–August yearly)</p> <p>-Mechanical Engineering – access issues to electrical panels.</p>	
<p>2. Room inspections – Lab inspections – extra eyes</p> <p>None.</p>	

3. New Business

<p><u>SOP Review - Raman Spectrometer Laser</u></p> <p>-Under emergency procedures include cell phone 905-522-4135 for security.</p> <p>-Change “should be” to “must be”</p> <p><u>SOP Template</u></p> <p>-J. Nakamura reminded members that an SOP template is available on the website: https://www.eng.mcmaster.ca/resources/#tab-content-health-safety</p>	
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4. Incident Reports

<p>Presented by L. Allan:</p> <p>Materials Science & Engineering – JHE-128</p> <p>No Injury</p> <p><i>Incident Description:</i></p> <p>While participating in an undergraduate lab, Student felt lightheaded after working with chloroform and acetic acid outside of fumehood.</p> <p><i>Resolution:</i></p> <p>Supervisor of lab will look at alternative lab with fume hoods for</p>	
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<p>experiment in future or change the chemicals used to non-volatile liquids.</p> <p>Engineering - Parking lot J Cut/Laceration</p> <p><i>Incident Description:</i> EE tripped on sidewalk while crossing Lot J towards ABB.</p> <p><i>Resolution:</i> EE reminded to be aware of surroundings and wear appropriate footwear.</p>	
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5. Safety Reports

AREA	REPORT SUBMITTED
1. CAS	Yes. General Rooms inspected. Fire extinguishers not yet inspected. Hot water not working in part of the ITB building but has since been fixed.
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 report received by Melissa. Stained ceiling tiles and tiles ajar or not in place.
8. Materials Science & Eng.	No.
9. MMRI	No.
10. SEPT	No.
11. HATCH	No.
12. Machine Shop	No.
13. 180 Bloor Street	No.

6. Central Committee Minutes/Incidents

None.	
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7. Other Business

<p>-J. Longley submitted an SOP for Chasis Mold Manufacturing for review.</p> <p>-L. Allan reminded members that student groups are required to visit their student portal to complete the required forms for any events, including those held at off campus site locations.</p> <p>-L. Allan highlighted the “Slips, Trips and Falls” campaign being advertised on campus, coinciding with icy winter conditions. There are also yellow plastic bins containing salt (Ice Melters) located outside campus building entrances. The McMaster community is encouraged to spread salt around entrances and walkways to prevent ice forming on pedestrian pathways.</p>	
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8. JHE Restructuring

<p>-J. Longley mentioned upcoming changes in the ITB and CRL buildings and will follow up once complete.</p>	
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Motion to adjourn: Motion to adjourn 1st J. Cleaver and 2nd D. Keller

NEXT MEETING: Wednesday, January 10th, 2023

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