

**Faculty of Engineering**  
**Joint Health and Safety Committee Minutes**  
**June 12<sup>th</sup>, 2024 (Virtual Meeting)**

FINAL

FINAL

Management Member	Department	Attendance
Jonathan Bradley	Engineering Physics	Present
Robert Fleisig	Experiential Learning Office	Present
Fei Geng	SEPT (BTech/SEP)	Absent
Ridha Khedri	Computing and Software	Absent
Raja Ghosh	Chemical Engineering	Present
Carlos Filipe	Chemical Engineering	Absent
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.	Present
Stephen Tullis (Co-Chair)	Mechanical Engineering	Present
Sarah Alizerig	Outreach	Absent
Boyan Zhang	Biomedical	Absent
Jeff Longley	General Eng	Present
Worker Member	Department	Attendance
Stephan Olaizola	Electrical Engineering	Regrets
Parmveer Bola	iBiomed	Regrets
Monica Han	Civil	Present
Oliva Pare	Civil	Present
Aryen Shakib	CUPE Unit 1	Absent
Michael Lee	Mechanical Engineering	Absent
Omar Danta	SEPT	Regrets
Heera Marway	MMRI	Absent
Ed McCaffery	Materials Science	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	Present
Jim Cleaver	Machine Shop	Absent
Lawrence Mak	General Eng	Present
Martha Kafuko	Experiential Learning Office (ELO)	Present
Vacant	180 Bloor Street	-
Vacant	Engineering Physics	-
Vacant	Biomedical	-
Vacant	Hatch Building	-
Consultants/Guests	Department	Attendance
Leah Allan	University Health and Safety	Present
Chang Xu	Guest	Present
Liam Flannigan	Guest	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>May 8<sup>th</sup>, 2024 minutes – no changes.</p> <p>Minutes were approved by 1<sup>st</sup> D. Keller and 2<sup>nd</sup> by T. Stephens</p>	<p>May 8<sup>th</sup>, 2024 Minutes sent to UHS on</p>
---	--

### 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>1) SOP – Synthesis of Metal Perovskite Powder via Sol-gel and Self Combustion Methods</p> <p>2) SOP – Laser operation on outdoor rooftop</p> <p>-The groups reviewed and discussed both SOP's including elaboration on some acronyms, required contact information, clarification of some further safety measures, and laser classification definitions.</p> <p>-J. Nakamura highlighted the SOP Template (Word format) that has been posted to the JHSC Teams Channel. It can be found posted to the SOP Reviews channel and is also saved under the Files section.</p>	
---	--

### 4. Incident Reports

<p>Presented by L. Allan:</p> <p>Engineering Physics – ETB-429</p> <p>First Aid - Cut/ Laceration</p> <p><i>Incident:</i></p> <p>EE reached down to pick something up near table which had an exacto knife lying on it, blade outward facing. EE cut arm on blade. Blade used to open boxes, not contaminated.</p> <p><i>Resolution:</i></p> <p>Actions to improve work procedures. Specific reminder to all lab members about knife use for dismantling boxes, in addition to general reminder about sharps safety.</p>	
--	--

<p>SEPT – ETB-311</p> <p>No Injury</p> <p>Hazard</p> <p><i>Incident:</i></p> <p>EE noticed natural gas smell in lab for two days and contacted Campus Safety Services to investigate. Gas shut-off valve was closed but turret on bench found open - plumbers said residual gas in lines could have caused smell. Supervisor will test lines.</p> <p><i>Resolution:</i></p> <p>Actions to improve work procedures (ensure valves shut off at end of experiments or working around turrets). Communication to responsible person and contacted Facility Services to help investigate.</p> <hr/> <p>Mechanical Engineering – ABB - C317</p> <p>Health Care - Puncture</p> <p><i>Incident:</i></p> <p>Student was in disposing of a needle with trace dichloromethane and punctured their middle finger after removing the cap.</p> <p><i>Resolution:</i></p> <p>Student will be retrained on relevant SOP Needles will be disposed of immediately after use without recapping as per the SOP.</p> <hr/> <p>Mechanical Engineering – JHE 2<sup>nd</sup> floor Hallway</p> <p>No Injury No FA</p> <p><i>Incident:</i></p> <p>During shop training tour in hallway outside JHE 207, student fainted and was helped to a chair. EFRT and paramedics were called.</p> <p><i>Resolution:</i></p> <p>Student has underlying medical condition - non workplace related incident.</p>	
--	--

## 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	Yes, received by M. Robinson.
8. Materials Science & Eng.	No.

9. MMRI	No.
10. SEPT & BTech	No.
11. HATCH	No.
12. Machine Shop	No.
13. 180 Bloor Street	No.

## 6. Central Committee Minutes/Incidents

None.	
-------	--

## 7. Other Business

<p>-D. Stevanovic highlighted an inspection labelling issue when fume hoods are inspected. Upon completion of the inspection, the date is written as a year from the inspection date. This causes confusion, for example, the Ministry visits to inspect or there is an incident, and they need to know when it was last inspected. L. Allan has spoken to the Director of Utilities, and they are correcting this and replacing stickers that have already been issued to indicate “Inspected On”.</p> <p><u>Membership Changes</u></p> <p>-It was announced that D. Keller and L. Allen are retiring on July 1<sup>st</sup>, 2024. They brought a wealth of knowledge and experience to their roles as members. The committee thanked them both for their many contributions, commitment, and tireless effort to the Engineering Joint Health and Safety Committee. While L. Allen will continue to serve on the committee until her replacement has been chosen and trained, a search will commence to fill D. Keller’s role.</p>	
--	--

## 8. JHE Restructuring

-The online room inspection list maintained by J. Nakamura has been updated.	
--	--

Motion to adjourn: Motion to adjourn 1<sup>st</sup> D. Keller and 2<sup>nd</sup> D. Stevanovic

NEXT MEETING: Wednesday, July 10<sup>th</sup>, 2024

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