

Faculty of Engineering
Joint Health and Safety Committee Minutes
August 14th, 2024 (Virtual Meeting)

FINAL

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Management Member	Department	Attendance
Sarah Alizerig	Outreach	Present
Jonathan Bradley	Engineering Physics	Present
Robert Fleisig	Experiential Learning Office	Present
Fei Geng	SEPT (BTech/SEP)	Present
Matthew Giamou	Computing and Software	Present
Raja Ghosh	Chemical Engineering	Absent
Wenbo He	Computing and Software	Absent
Younggy Kim	Civil Engineering	Present
Jeff Longley	General Eng	Present
Dmitri Malakhov	Materials Science	Present
B. Nahid	Electrical Engineering	Absent
A. Rajabzadeh	Biomedical	Absent
Sarah Sullivan	Management Staff Rep.	Present
Stephen Tullis (Co-Chair)	Mechanical Engineering	Present
Boyan Zhang	Biomedical	Absent
Vacant - (<i>Certified Member</i>)	Management Cert. Member	-
Worker Member	Department	Attendance
Stephan Olaizola	Electrical Engineering	Absent
Ron Harwood	Electrical Engineering	Absent
Parmveer Bola	iBiomed	Absent
Maya Sabados	iBiomed	Absent
Monica Han	Civil	Present
Oliva Pare	Civil	Present
Aryen Shakib	CUPE Unit 1	Present
Yeganeh Nasrollahzadeh	CUPE Unit 1	Absent
Amir Yazdanpour	CUPE Unit 1	Absent
Fei Xu	CUPE Unit 3	Absent
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	Present
Doris Stevanovic (<i>Certified Member</i>)	CEDT	Present
Jim Cleaver	Machine Shop	Regrets
Lawrence Mak	General Eng	Present
Vacant	Experiential Learning Office (ELO)	-
Vacant	180 Bloor Street	-
R. Arbi	Engineering Physics	-
Vacant	Biomedical	-

Vacant	Hatch Building	-
Consultants/Guests	Department	Attendance
Leah Allan	University Health and Safety	Present
Suba Sathiyavanthan	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>July 10th, 2024 minutes – minor changes.</p> <p>Minutes were approved by 1st J. Longley and 2nd by O. Pare</p>	<p>July 10th, 2024 Minutes sent to UHS on September 27, 2024</p>
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2. Business Arising

<p>1. Room Inspection Summary Lists (September–August yearly)</p> <p>None.</p>	
<p>2. Room inspections – Lab inspections – extra eyes</p> <p>None.</p>	
<p>3. Panic Alarm Locations</p> <p>-J. Nakamura has created a new channel called Documents and posted a spreadsheet to track panic alarm locations (located under Files) and requested members to take the time to complete. This list will be used to monitor and test the alarms regularly.</p>	
<p>4. Rooftop Laser SOP</p> <p>-An updated SOP was posted to the Teams channel.</p> <p>-It was also clarified that the committee's role is to review and provide feedback. The committee does not formally approve SOPs. It was requested if final SOP be collected and place on Teams.</p>	

3. New Business

<p>New Representative for UHS</p> <p>-L. Allan introduced Suba Sathiyavanthan to the committee. Suba will be replacing Leah who has retired from the university.</p> <p>Terms of Reference for the JHSC Committee</p> <p>-Committee members are asked to review the JHSC Terms of Reference posted in Teams and provide any feedback or comments. The Terms will be reviewed at the September 2024 meeting.</p>	
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Selection of Worker Co-Chair

-The worker reps will meet after this meeting to discuss and elect a Worker Co-Chair representative.

Panic Alarm Response Times

-D. Stevanovic highlighted an incident where a panic alarm was triggered (loud alarm sound) Security did not come and when contacted they were unaware and were requested to come and disengage the alarm. They came 30mins later and were unsure as to how to turn it off.

-L. Allan advised that as part of the information gathering of locations of panic alarms in order to inspect/test and maintain, would correct this issue.

Odor in JHE Annex door

-D. Stevanovic reported a strong odor in the JHE Annex (Aug 6-8) causing staff to have headaches.

-J. Longley indicated that the odor was coming from the polymer lab. It was identified that the lab is near an intake on the roof for one of the supply fans and wind direction that day cause the odor to be brought back into the building. The odor was identified as butyric acid and has very low smell threshold.

-H. Marway further added that it was coming from a residual experiment. Usually, it is well vented however during this last incident, a packet was left in the waste and was not properly disposed of. Measures will be taken to avoid this occurrence in future such as neutralizing it in the fume hood and disposing of gloves and paper towels that are used and using a sodium bicarbonate solution.

4. Incident Reports

Presented by L. Allan:

Venture Camp – ABB-217
First Aid – Cut/Laceration

Incident:

While opening scalpel package, camper sliced palm of hand with scalpel.

Resolution:

Campers are to use dissection scissors, and all scalpels will be removed from the lab and materials list for these experiments (Sheep brain dissection).

Venture Camp – ETB-224
First Aid – Puncture

Incident:

While working on project involving toothpicks, one snapped and punctured camper's finger. After running under water, splinter came out and band-aid was applied.

Resolution:

Instructors will improve procedures and warn students about potential splinters from toothpicks

Venture Camp – Cootes Paradise
First Aid – Allergic Reaction

Incident:

While collecting materials for project, camper was bitten by a bug. Their arm started to hurt, ice was applied, and camper was fine within an hour.

Resolution:

Camp leaders will ask parents to pack bug spray in future.

Venture Camp – ETB-228
First Aid – Burn

Incident:

Leader In Training (LiT) was helping a student with a hot glue gun when they were burned on the hand from the hot glue.

Resolution:

The LiT was using the glue gun incorrectly and not wearing heat resistant gloves. Additional training will be given.

Engineering Physics – JHE 326 corridor
Hazard - No Injury

Incident:

Water has been dripping from ceiling due to rain for some time (> 1 year). The water is in the light fixtures and the ceiling tiles are damaged, also it is a slip hazard.

Resolution:

Notified the custodial staff of wet floor and put up signage. Service Request into Facility Services

Engineering - Student Club Exec Lead – JHE tarmac
Healthcare - Cut/Laceration

Incident:

While supporting a wood piece for nailing with nail-gun, the jack holding the car mold slipped (due to the action of the nail gun) causing the mold to fall and student's hand to be caught under it. Hand was cut requiring stitches.

Resolution:

Structure was not supported with blocks or additional support to the jack holding it in place which would have prevented structure from falling when jack moved.

Engineering – Program Instructor – John Hodgins Engineering Building
Healthcare/ Lost Time – Allergic Reaction

Incident:

Camp EE was stung outside while working, near their eye. EE sought medical attention for reaction to sting and later, potentially the eye drops prescribed by physician.

Resolution:

EE to be more aware of surroundings while outside.

5. Safety Reports

AREA	REPORT SUBMITTED
1. CAS	Yes, report received by M. Robinson.
2. Chemical Engineering	No.
3. Engineering Physics/CEDT	No.
4. Civil/ADL Engineering	Yes, report received by M. Robinson.
5. General	No.
6. iBiomed	No.
5. Electrical Engineering	No.
6 Engineering 1	No.
7. Mechanical Engineering	Yes, report received by M. Robinson.
8. Materials Science & Eng.	No.
9. MMRI	No.
10. SEPT & BTech	Yes, report received by M. Robinson.
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>-M. Lee highlighted that vehicles are driving through the Stop Sign at the intersection between the IAHS building and JHE/Hatch buildings</p> <p>-L. Allan highlighted a new initiative around pedestrian safety and control of vehicular hazards. There are plans to install gates on campus to prevent regular traffic from driving through campus and walk lights at crosswalks.</p>	
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8. JHE Restructuring

None.	
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Motion to adjourn: Motion to adjourn 1st D. Stevanovic and 2nd M. Lee

NEXT MEETING: Wednesday, September 11th, 2024

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