

FINAL

**Faculty of Engineering**  
**Joint Health and Safety Committee Minutes**  
**July 9<sup>th</sup>, 2025 (Virtual Meeting)**

FINAL

Member	Department	Type	Attendance
Al-Fadhi, Abdullah (Aboud)	Experiential Learning Office (ELO)	Worker Member	Present
Arbi, Ramis	Engineering Physics	Worker Member	Absent
Beecroft, Cheryl	UHS	Guest Consultant	Present
Bola, Parmveer	iBiomed	Worker Member	Absent
Bradley, Jonathan	Engineering Physics	Management Member	Absent
Brook, Amelia	Civil	Worker Member	Present
Cleaver, Jim	Machine Shop	Worker Member	Present
Culley, Doug	Materials Science	Worker Member	Present
Danta, Omar	SEPT	Worker Member	Present
Fleisig, Robert	Experiential Learning Office	Management Member	Regrets
Geng, Fei	SEPT (BTech/SEP)	Management Member	Absent
Ghosh, Raja	Chemical Engineering	Management Member	Absent
Giamou, Matthew	Computing and Software	Management Member	Present
Han, Monica	Civil	Worker Member	Present
Harwood, Ron	Electrical Engineering	Worker Member	Absent
Kim, Younggy	Civil Engineering	Management Member	Absent
Kish, Joey	Materials Science	Management Member	Present
Laframboise, Lisa (Certified Member)	Chemical Engineering (Cert. Member)	Worker Member	Regrets
Lee, Michael	Mechanical Engineering	Worker Member	Absent
Longley, Jeff	General Eng	Management Member	Present
Mak, Lawrence	General Eng	Worker Member	Present
Malakhov, Dmitri	Materials Science	Management Member	Present
Marway, Heera	MMRI	Worker Member	Absent
McCaffery, Ed	Materials Science	Worker Member	Present
Nahid, Babak	Electrical Engineering	Management Member	Absent
Nakamura, John (Co-Chair)	Computing and Software	Worker Member	Present
Olaizola, Stephan	Electrical Engineering	Worker Member	Absent
Princz, Marta	Biointerfaces Institute	Worker Member	Present
Raja, Haseeb	Civil - ADL	Worker Member	Present
Rajabzadeh, Amin	Biomedical	Management Member	Absent
Sabados, Maya	iBiomed	Worker Member	Present
Sathiyavanthan, Suba	University Health and Safety	Consultant	Regrets
Shakib, Aryen	CUPE Unit 1	Worker Member	Absent
Stephens, Timothy (Certified Member)	Chemical Engineering	Worker Member	Present
Stevanovic, Doris (Certified Member)	CEDT	Worker Member	Present
Sullivan, Sarah	Civil	Management Member	Absent
Tullis, Stephen (Co-Chair)	Mechanical Engineering	Management Member	Present
Waldon, Emily	Outreach	Management Member	Absent

<b>West, Leanne</b>	Biointerfaces Institute	Management Member	Present
<b>Xu, Fei</b>	CUPE Unit 3	Worker Member	Absent
<b>Zhang, Boyan</b>	Biomedical	Management Member	Absent
<b>Vacant</b>	180 Bloor Street	Worker Member	-
<b>Vacant</b>	Biomedical	Worker Member	-
<b>Vacant</b>	Hatch Building	Worker Member	-

ISSUES FOR CENTRAL TO ADDRESS	Action Items
None.	

### 1. Minutes and Announcements

Minutes Approval: Stephen Tullis Management Co-Chair: _____ John Nakamura, Worker Co-Chair: _____ June 14 <sup>th</sup> , 2025 minutes Minutes were approved by 1 <sup>st</sup> D. Stevanovic and 2 <sup>nd</sup> by L. West	June 14 <sup>th</sup> , 2025 Minutes sent to UHS on July 16, 2025
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### 2. Business Arising

<b>Room Inspection Summary Lists (September–August yearly)</b>	
None.	
<b>Room inspections – Lab inspections – extra eyes</b>	
None.	
<u>Chemical Inventory – summer student help</u>	
-A reminder that UHS hired a summer student who is performing a chemical substance inventory audit. Those interested can contact UHS to arrange.	

### 3. New Business

<u>SOP Laserax LXQ Class 4 Laser submitted by J. Kish</u> -It was clarified that laser safety glasses are required as part of PPE for operation of the laser. -It is not expected that a smell or fumes will occur. The system will be shut down. After the laser has ablated the sample, there will be a period of time, where they'll continue to exhaust the chamber until all the particles are out. The chamber and container wall be wiped down for any new particle collection. A HEPA filter will be used to capture any micron size particles. - Metal, stainless steel, and carbon steel will be used and will be prepared with corrosion product on them either through a chemical or chemical like method and then blast the oxide off. -It was clarified that for those located MARC, in case of emergency, they would dial 9 + 911 as there isn't quick access to our Campus Security Service.  <u>Fire Wardens – Need Volunteers</u> -C. Beecroft reported that UHS is recruiting for volunteer fire wardens. Since the implementation of hybrid working, there are fewer fire wardens. There is a short training module to complete in Avenue to Learn and upon registration in Mosaic, a fire vest will be provided. Health and Safety committees, management and supervisors are being approached as well. -Ideally, UHS would like to see a designated fire warden for every floor and/or department or at the least one in every building. -Members expressed concern over the lack of communication from Campus Safety Services when giving the "all clear" after the alarm has stopped. It seems that they are not communicating with members to advise when it is safe to re-enter the building. It was suggested to include the announcement via the safety	-J. Kish to revise SOP and upload a copy to JHSC Teams SOP channel
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<p>app.</p> <p><u>Room Inspection Processes</u></p> <p>-S. Tullis reviewed the importance of completing regular annual room inspections (September 1 to August 31). He highlighted the on-line inspection system created by J. Nakamura for members to use. Members are encouraged to use the online system and to reach out with any concerns.</p> <p>- The online system includes all the infractions as required by UHS. Inspection items/questions can be added to the list by toggling “yes” or “no” under compliance. If it is not applicable to the area, then select “n/a” and it will be moved to the bottom of the report.</p> <p>-A monthly summary of inspections completed is include in the email sent to UHS with the final meeting minutes each month.</p>	
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#### 4. Incident Reports

<p>Presented by C. Beecroft:</p> <p>JHE-115 Healthcare - Allergic Reaction – Eye</p> <p><i>Incident:</i> Eating lunch and felt itchiness in eye and swelling, experiences an allergic reaction. Known to have peanut allergy but typical symptoms are hives.</p> <p><i>Resolution:</i> Nut based products were not observed in lunchroom and abrasives in use are not nut based. Emphasize washing hands more frequently and being cautious.</p> <p>CRL-B117 Hazard – No Injury</p> <p><i>Incident:</i> Ultra Magnetic Device was accidentally left on, overheated, and resulted in a fire.</p> <p><i>Resolution:</i> Check ESA approval markings before equipment is purchased. Have an SOP for the equipment, include an auto shut off and or a have a checklist to confirm the equipment is properly shut down. Users to complete training.</p>	
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#### 5. Safety Reports

AREA	REPORT SUBMITTED
1. CAS	Yes, received by M. Robinson.
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

<p>Presented by D. Stevanovic:</p> <ul style="list-style-type: none"> <li>-They are working on pedestrian safety on campus. Hot spots identified include the Main Street entrance, Sterling Street, Mary Keys, Peter George, and Commons buildings. To add to this, as of July 2026, approx. 1400 students from the new Lincoln Alexander residence will be crossing onto campus also.</li> <li>-University Health and Safety talked about their kickoff of their new health and safety compliance plan. There is a new tile in Mosaic with different links.</li> </ul>	
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## 7. Other Business

<p>-Concern was expressed by some members over irregular housekeeping schedules and the high cost for additional cleaning requests.</p> <p>-The University Health and Safety Corporate Training Matrix difficult to locate and navigate to.</p> <p><u>Update on Panic Alarms Testing and List</u></p> <p>-The list has been posted to Teams. M. Robinson requested to be notified with any updates/changes so that she may inform Security.</p> <p>-It was reported that a summer student rep from security conducting panic alarm testing, came to an undergrad Eng Physics (JHE-A304 and A302 labs) and proceeded to test the alarm without any prior warning. This caused concern and confusion among the staff and students who were in the lab at the time as they did not know what the alarm sounded like or that it was a test. It was noted that the panic alarm sound differs from the fire alarm.</p> <p>-There was also concern that security does not respond quickly. C. Beecroft is going to report the concerns to Security</p>	
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## 8. JHE Restructuring

-Reminder to send any space changes to J. Nakamura.	
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Motion to adjourn: Motion to adjourn 1<sup>st</sup> D. Stevanovic and 2<sup>nd</sup> by L. West

NEXT MEETING: Wednesday, August 13<sup>th</sup>, 2025

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