

**Faculty of Engineering**  
**Joint Health and Safety Committee Minutes**  
**November 11, 2020 (Virtual Meeting)**

<b>Management Member</b>	<b>Department</b>	<b>Attendance</b>
Lucian Balan	SEPT (BTech/SEP)	Absent
Jonathan Bradley	Engineering Physics	Present
Robert Fleisig	Engineering 1	Present
Fei Geng	SEPT (BTech/SEP)	Absent
Raja Ghosh	Chemical Engineering	Absent
Wenbo He	Computing and Software	Absent
Doug Keller - <i>(Certified Member)</i>	Management Cert. Member	Present
Shahin Sirouspour	Electrical Engineering	Absent
Kristina Trollip	Management Staff Rep.	Present
Stephen Tullis (Co-Chair)	Mechanical Engineering	Present
Carm Vespi	Alumni	Regrets
Lydell Wiebe	Civil Engineering	Present
Igor Zhitomirsky	Materials Science	Present
<b>Worker Member</b>	<b>Department</b>	<b>Attendance</b>
Tyler Ackland	Electrical Engineering	Absent
Parmveer Bola	iBiomed	Absent
Paula Gremmen	SEPT (BTech/SEP)	Present
Monica Han	Civil	Regrets
Michael Lee	Mechanical Engineering	Present
Vacant	Engineering 1	-
Heera Marway	MMRI	Present
Ed McCaffery	Materials Science	Absent
Simon McNamee	Engineering Physics	Present
John Nakamura <i>(Co-Chair)</i>	Computing and Software	Present
Daniel Picone	Hatch Building	Present
Vacant (CUPE)	CUPE	Regrets
Timothy Stephens <i>(Certified Member)</i>	Chemical Engineering	Present
Doris Stevanovic <i>(Certified Member)</i>	CEDT	Present
Kent Wheeler	Civil	Regrets
Vacant	General Eng	-
Vacant	Biomedical	-
<b>Consultants/Guests</b>	<b>Department</b>	<b>Attendance</b>
Leah Allan	EOHSS	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>October 2020 – No changes required.</p> <p>Approved, 1<sup>st</sup> D. Keller, 2<sup>nd</sup> P. Gremmen</p>	<p>October 2020 Minutes sent to EOHSS on Nov. 11, 2020</p>
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### 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>	
<p><b>3. Terms of Reference:</b> Header was updated, last reviewed in 2017 even though it was reviewed in 2018 and 2019. The review date has been updated to reflect current date.</p>	
<p><b>4. Should we be inspecting offices during COVID? HATCH Bld.</b></p> <ul style="list-style-type: none"> <li>- D. Picone – Since no one is working in HATCH do we still need to do inspections?</li> <li>- If people are coming into offices, even just to pick up supplies, etc. yes you still need to inspect. If not been in use since building closure, then when we do go back they will have to be inspected.</li> </ul>	

### 3. New Business

<p><b>1. Wearing of masks in halls, labs, rooms etc (Update)</b></p> <ul style="list-style-type: none"> <li>- It was brought up that the wearing of masks in the hallways, washrooms, and in other areas in buildings, has not been as diligent as it was in the beginning of COVID return to work.</li> <li>- Possible solution is to have the special constables walk through the buildings to remind people of the proper face mask protocols.</li> <li>- If you have an exemption for wearing a face mask you need to let your supervisor know so it is documented.</li> </ul>	<p>L. Allan will send a reminder to Engineering (Faculty/Staff) about the proper Procedures.</p> <p>She will also look into the comment re: have special constables walk through buildings as a possible option</p>
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### 4. Incident Reports

None.	
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### 5. Safety Reports

Engineering JHSC Minutes

AREA	REPORT SUBMITTED
1. CAS	Yes. Nothing major.
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	No.
8. Materials Science & Eng.	No.
9. MMRI	No.
10. SEPT	No.
11. HATCH	No.

## 6. Central Committee Minutes/Incidents

None.	
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## 7. Other Business

<p><b>1. Fire Alarm (Notification)</b></p> <ul style="list-style-type: none"> <li>- It was discussed that the fire alarm went off in JHE, but that certain areas (Hatch Bld.) did not get notified (no sound from alarm).</li> <li>- This issue was taken care of. A contractor working construction in JHE disconnected power to the audible alarm and when re-connecting there the fire alarm was set off.</li> <li>- It was also mentioned that Security does not notify people when to enter back into the buildings when “all clear”.</li> <li>- Fire Safety Plan (EOHSS). They have submitted this plan and are waiting to hear back from the Fire Marshall.</li> </ul>	<p>L. Allan to follow up with Security about notifications when “all clear”</p>
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## 8. JHE Restructuring

BSB-B156 and B156A (Eng Phys Labs now). Who owns and inspects?	
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Motion to adjourn: 1<sup>st</sup> D. Keller and 2<sup>nd</sup> by D. Stevanovic.

NEXT MEETING: Wednesday, December 9, 2020

PLEASE NOTE: If you cannot attend this meeting please send regrets to Ginny Riddell at [ginny@mcmaster.ca](mailto:ginny@mcmaster.ca)