

FINAL

**Faculty of Engineering**  
**Joint Health and Safety Committee Minutes**  
**March 11<sup>th</sup>, 2026 (Virtual Meeting)**

FINAL

<b>Member</b>	<b>Department</b>	<b>Type</b>	<b>Attendance</b>
Al-Fadhi, Abdullah (Aboud)	FUSE	Worker Member	Present
Arbi, Ramis	Engineering Physics	Worker Member	Absent
Bola, Parmveer	Biomedical	Worker Member	Absent
Bradley, Jonathan	Engineering Physics	Management Member	Present
Brook, Amelia	Civil	Worker Member	Present
Cleaver, Jim	Machine Shop	Worker Member	Absent
Culley, Doug	Materials Science	Worker Member	Absent
Danta, Omar	SEPT	Worker Member	Present
Deboer, Arina	Materials	Worker Member	Present
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
Kish, Joey	Materials Science	Management Member	Absent
Laframboise, Lisa (Certified Member)	Chemical Engineering (Cert. Member)	Worker Member	Present
Lee, Michael	Mechanical Engineering	Worker Member	Absent
Longley, Jeff (Certified Member)	General Eng & Civil	Management Member	Present
Mak, Lawrence	General Eng	Worker Member	Present
Malakhov, Dmitri	Materials Science	Management Member	Regrets
Marway, Heera	MMRI	Worker Member	Present
McCaffery, Ed	Materials Science	Worker Member	Absent
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 (Certified Member)	Biointerfaces Institute	Worker Member	Regrets
Raja, Haseeb	Civil - ADL	Worker Member	Present
Rajabzadeh, Amin	Biomedical	Management Member	Absent
Sabados, Maya	Biomedical	Worker Member	Present
Sathiyavanthan, Suba	University Health and Safety	Consultant	Present
Shakib, Aryen	CUPE Unit 1	Worker Member	Absent
Stephens, Timothy (Certified Member)	Chemical Engineering	Worker Member	Absent
Stevanovic, Doris (Certified Member)	CEDT	Worker Member	Present
Tullis, Stephen (Co-Chair)	Mechanical Engineering	Management Member	Present
Waldon, Emily	Outreach	Management Member	Absent
West, Leanne (Certified Member)	Biointerfaces Institute	Management Member	Present
Xu, Fei	CUPE Unit 3	Worker Member	Absent
Yang, Cancan	Civil Engineering	Management Member	Absent

Zhang, Boyan	Biomedical	Management Member	Absent
Vacant	FUSE	Management Member	-
Vacant	180 Bloor Street	Worker Member	-
Vacant	Biomedical	Worker Member	-
Vacant	Hatch Building	Worker Member	-

ISSUES FOR CENTRAL TO ADDRESS	Action Items

### 1. Minutes and Announcements

<p>Minutes Approval:</p> <p>Stephen Tullis Management Co-Chair: _____</p> <p>John Nakamura, Worker Co-Chair: _____</p> <p>February 14<sup>th</sup>, 2026 minutes</p> <p>Minutes were approved by 1<sup>st</sup> O. Danta and 2<sup>nd</sup> by D. Stevanovic</p>	<p>February 14<sup>th</sup>, 2026 Minutes sent to UHS on April 6, 2026</p>
--	--

### 2. Business Arising

<p><b>Room Inspection Summary Lists (September–August yearly)</b></p> <p>None.</p>	
<p><b>Room inspections – Lab inspections – extra eyes</b></p> <p>None.</p>	

### 3. New Business

<p><u>SOP: Preparation, Handling, and Disposal of Aqua Regia</u></p> <p>-The committee provided the following feedback:</p> <ul style="list-style-type: none"> <li>-Page 1 “Aqua regia must be prepared fresh for immediate use and it should be stored for the future use” should say <i>not stored for future use</i></li> <li>-Page 3 #8 “never seal container” how will it be disposed of? It was recommended to label and leave uncapped or loosely uncapped to off gas under a fume hood and then to be disposed of as soon as possible within 5 days.</li> <li>-Does it require dilution/neutralization for disposal?</li> <li>-Is there a set limit/maximum amount for what they are allowed to use?</li> <li>-What basic training is required?</li> <li>-Is it possible to have someone who has done this before walk the students through the process?</li> <li>-Specify if grad, post doc, undergrad students.</li> <li>-Provide a detail emergency response protocol that includes PPE, calling campus safety, spills, incident reporting.</li> <li>-Confirm fume hood exhaust is working.</li> </ul> <p><u>SOP: DGEBA Loaded PMMA Microcapsules version 2</u></p> <p>-The committee provided the following feedback:</p> <ul style="list-style-type: none"> <li>-Provide a brief introduction as to why they are doing this</li> <li>-Include excerpts of the safety data sheet hazards and first aid response or include link the SDS.</li> <li>-Include injury incident reporting and emailing to UHS.</li> <li>-Specify undergrad group.</li> </ul>	
---	--

<p>-Clarify appropriate attire for the lab space and type of chemical(s) that will be used (i.e. long pants, close-toed shoes, protective gloves-type, goggles etc.)</p> <p>-Specify types of containers (i.e. glass) to based on type of chemical be used</p> <p>-confirm that the lab they will be using will have an eye wash and safety shower, fume hood (confirming it proper flow) and exhausted</p> <p>-Storage and disposal procedure including tagging and labelling. Waste disposal procedure can be found on the UHS website.</p> <p>-How will the chemical be stored or should it be stored. Include proper labelling.</p> <p>-Specify where the vacuum drying will be done.</p> <p><u>(C2H5)2 O BF3 Loaded Sisal Fibers Synthesis SOP version 1</u></p> <p>-The committee provided the following feedback:</p> <ul style="list-style-type: none"> <li>-Highlight that the water hydrolysis the material liberating the acidic gas.</li> <li>-As Boron Trifluoride Diethyl Etherate is highly flammable and corrosive material, it should be stored in the flammables cabinet and have a secondary containment so it is not just sitting in the cabinet.</li> <li>-Where are they conducting this - off campus operation, an emergency response plan, safety protocols should be included.</li> <li>-What is the purpose of this?</li> </ul> <p>-Together with L. Laframboise, S. Tullis will speak with the student group.</p> <p><u>SOP Template</u></p> <p>-J. Nakamura reminded members that there is an SOP template available on the Teams channel under the SOP Channel.</p>	
--	--

#### 4. Incident Reports

<p>Presented by S. Sathiyavanthan:</p> <p>ETB-425A – Biointerfaces Institute Hazard - No Injury - Hazardous Substance</p> <p><i>Incident:</i> When opening the cap of a carboy with a tube inside, the tube flung out, causing a minor splash of the content onto lab coat and cheek.</p> <p><i>Resolution:</i> The lab will replace the current waste container with a carboy vessel equipped with a bottom port. Additional recommendations were made to place the container in secondary containment.</p> <hr/> <p>ETB-425A – Biointerfaces Institute Hazard - No Injury - Hazardous Substance</p> <p><i>Incident:</i> While transferring from a 5L glass bottle to a Flexboy bag using a tube connected to the hose barb (secured with zip tie), the tube detached when the bottle was placed on its side, resulting in a spill.</p> <p><i>Resolution:</i> The tube used was too large for the hose barb, correct sizing of tubing will be identified for use. A simple color-coded labeling system for all hose barb connections will be created and shared with the lab. Additionally, a bottle with a bottom hose barb will be used going forward.</p> <hr/> <p>JHE-A106 – Chemical Engineering</p>	
--	--

<p>Hazard - No Injury - Hazardous Substance</p> <p><i>Incident:</i> Student accidentally knocked over a graduated cylinder containing 0.0005 mol/L of HCl, about 10 ml spilled onto the side of her jeans.</p> <p><i>Resolution:</i> Reinstruction of the person involved. Recommended to include the use of lab coat as part of the PPE for the labs.</p> <hr/> <p>JHE-220 – Civil Engineering First Aid - Right Finger(s) - Burn</p> <p><i>Incident:</i> A student opened an oven that was actively running, thinking it was cool, and burned their index finger and thumb, despite having a warning sign posted not to open it.</p> <p><i>Resolution:</i> Reinstruction of the person involved. A new prominent sign has also been created to be used when the furnace is functioning.</p>	
---	--

## 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	No.
5. General	No.
6. Biomedical	No.
5. Electrical Engineering	No.
6 FUSE	No.
7. Mechanical Engineering	No.
8. Materials Science & Eng.	No.
9. MMRI	No.
10. SEPT & BTech	No.
11. HATCH	No.
12. Machine Shop	No.
13. 180 Bloor Street	No.
14. Biointerfaces	No.

## 6. Central Committee Minutes/Incidents

<p>Presented by S. Sathiyavanthan:</p> <ul style="list-style-type: none"> <li>-Discussions around pedestrian safety and bicycle lanes.</li> <li>-A new loading dock in the new McLean building.</li> <li>-Upcoming Health and Safety week in May and Day of Mourning more information to come at our next JHSC meeting.</li> <li>-Review for any training due at the end of April.</li> <li>-RMM 100 policy has been updated</li> <li>-A reminder to review and update training. This can be done through the Mosaic matrices</li> </ul>	
--	--

--	--

## 7. Other Business

<p>-D. Stevanovic requested if there is anyone with expertise on vacuuming up something like deposits from a metal organic chemical vapor deposition system or an MBE that would be arsenic and phosphorus-based compounds? They can reach out to her directly.</p> <p><u>Fume hood Inspection</u></p> <p>-L. Laframboise inquired if regular inspections can be included in the yearly inspections. S. Sathiyavanthan recommended reaching out to Facilities and she is also going to see if it can be included in the student conducted inspections.</p> <p><u>Water Shut off Incident</u></p> <p>- L. Laframboise highlighted an incident during a February water inspection for the sprinkler systems. Onyx turned off the water and forgot to turn it back on again which meant there was no water over the weekend, including for labs and eye washing stations. They did not receive any kind of notification and there was a delay in communication from Facilities once they were made aware.</p> <p><u>Smoke Free Campus Policy</u></p> <p>-M. Han observed some students smoking outside near the BSB building as well as cigarette butts laying around on the ground. She wanted to confirm that the campus is still smoke free (it was confirmed that the campus is still smoke free) and if this has been communicated to the students and campus community. Members agreed that a re-education/reminder of this policy is needed for the campus community.</p> <p>-After highlighting a recent incident at another university where students had taken chemicals off campus, S. Sathiyavanthan reminded committee members to ensure their labs are secured and access is controlled during off hours. It is also important to ensure that there is an up-to-date chemical inventory including accountability for any highly hazardous chemicals.</p> <p>-Students who are in these spaces should have proper supervision, training, and know how to report suspicious activity such as unauthorized students in lab spaces.</p>	
--	--

## 8. JHE Restructuring

<p>-D. Stevanovic reported that some grads and postdocs informed her that ABB rooms B111 and B112 are not being inspected regularly. J. Longley clarified they are shared spaces with BIMR and FHS. She has reached out to Paul Dube for further clarification and will follow up with J. Nakamura.</p> <p>-A reminder that any restructuring should be sent to J. Nakamura and cc'd to J. Longley.</p>	
---	--

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

NEXT MEETING: Wednesday, April 8<sup>th</sup>, 2026

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