

Joint Health and Safety Committee



Faculty of Applied Science and Engineering
University of Toronto

MINUTES

Date: Friday, June 11th, 2010

Time: 10:00 am

Location: The Toronto Room, Bahen Centre, BA 8256

Member	Present (P) Absent (A)	Member Category (*)	Certified Member (X)	Department
Joe Baptista	(P)	W (Co-Chair /USWA)	(X)	MIE
Renzo Basset	(P)	M	(X)	CIV
Gloria Bryan	(P)	W (USWA)		APSE
Sal Boccia	(P)	W		MSE
Giovanni Buzzeo	(P)	W (USWA)	(X)	CIV
Jeff Cook	(P)	W (USWA)		UTIAS
Jason Foster	(P)	M		Eng Sci
Sean Hum	(P)	M		ECE
Bryan Keith	(P)	W (USWA)	(X)	IBBME
Bruno Korst	(P)	W (USWA)		ECE
Prof. Jim Mills	(A)	M		MIE
Steve Miszuk	(P)	M	(X)	APSE
Prof. Brad Saville	(A)	M (Co-Chair)	(X)	CHE
<i>Guest: Geoff Shirliff- Hinds–Occupational Hygienist & Safety Specialist, Environmental Health & Safety</i>				
(*) W-Worker /Non-management M-Management E-Ex-officio (X) Certification Pending				

INTRODUCTION

DISCUSSION

MINUTES OF PREVIOUS MEETING:

No issues raised with the previous minutes.

BUSINESS ARISING FROM MINUTES:

1.2, 3.2, 8.3

Sub-committee on safety training and records management

- Bruno has been seconded to the Faculty for the period of June 1st to August 31st, 2010, to work full-time on the on-line safety training and records management program
 - All departments and institutes have been contacted to determine their respective needs
 - Basic program to be available for roll out for September, 2010
- 1.3 Lack of feedback from 8-3000 call centre on reported emergencies. Steve to contact Campus Police, who are responsible for the service, to discuss how to improve the communications.
- 1.4 Steve discussed the issue of skateboarders and the 'H' sculpture with the Art Curator and while she has no jurisdiction over exterior sculptures, she saw no issue with installing a barrier close to the sculpture. Steve to contact F&S and recommend installation of a low barrier at the base of the sculpture.
- 2.2 Steve attended an ESP project team presentation in April that proposed a possible solution to the bike storage problem at Bahen. A copy of the report is attached to the minutes.
- 3.1 Myra Lefkowitz has indicated that Campus Police will be equipped with portable defibrillators to improve emergency response. The committee found this response acceptable, provided there was random, periodic testing of the response times. Joe and Brad to draft the response.
-

NEW BUSINESS: Discussion

	Reports from the Members:	<i>Action By</i>
1	<p>Engineering Administration Health and Safety Committee (EAHSC) ~ Jason and Gloria:</p> <ul style="list-style-type: none"> ▪ Outstanding Issues <ol style="list-style-type: none"> 1) Electronic posting of all JHSC meeting minutes to the Faculty website 2) Looking for better ways of storing training records 3) Issues with follow-ups and call backs with 8-3000 regarding emergencies 4) Discussed problems with skateboarders riding up the metal 'H' sculpture in front of GB 5) Behind schedule on meetings and inspections due to staff location changes ▪ New Items 	<p><i>Gloria</i> <i>Bruno</i> <i>Steve</i> <i>Steve</i> <i>Gloria</i></p>
2	<p>Electrical and Computer Engineering (ECE) ~ Sean Hum:</p> <ul style="list-style-type: none"> ▪ Outstanding Issues <ol style="list-style-type: none"> 1) Sean and Steve Arnold produced draft emergency procedures for gas smells. To be revised to address all noxious odours. 2) Bikes in buildings an issue, particularly Bahen 	<p><i>Sean</i> <i>Steve</i></p>
3	<p>Mechanical and Industrial Engineering (MIE) ~ Joe:</p> <ul style="list-style-type: none"> ▪ Outstanding Issues <ol style="list-style-type: none"> 1) Letter recommending campus-wide provision of defibrillators sent. Response to counter proposal required. 2) Storing of safety records in shared electronic file 3) SAE manual in preparation, with mandatory on-site training requirement 4) H&S website upgrade in progress ▪ New Items 	<p><i>Joe/Brad</i> <i>Bruno</i> <i>Joe</i> <i>Jim</i></p>
4	<p>Civil Engineering ~ Renzo:</p> <ul style="list-style-type: none"> ▪ Outstanding Issues <ol style="list-style-type: none"> 1) Inspections of cranes and lifting devices completed 2) Workplace inspections falling behind, will consider hiring students to help ▪ New Items <ol style="list-style-type: none"> 1) Gas smell incident of May 5th requires further investigation with F&S and EH&S 2) GB Structural Lab pump noise impacting 1st floor classrooms. Attenuators to be installed 	<p><i>Giovanni</i> <i>Renzo</i> <i>Steve</i> <i>Renzo</i></p>
5	<p>University of Toronto Institute for Aerospace Studies (UTIAS) ~ Jeff:</p> <ul style="list-style-type: none"> ▪ Outstanding Issues <ol style="list-style-type: none"> 1) Fumehood inspections completed 2) Strobe lights installed and inspected ▪ New Items <ol style="list-style-type: none"> 1) New laser warning lights installed 2) Exterior gas cylinder storage reorganized 	<p><i>Jeff</i> <i>Jeff</i></p>
6	<p>Materials Science and Engineering (MSE) ~ Sal:</p> <ul style="list-style-type: none"> ▪ Outstanding Issues <ol style="list-style-type: none"> 1) Certification training for new members to be completed by June, 2010 ▪ New Items 	<p><i>Sal</i></p>

8	<p>The Institute of Biomaterials and Biomedical Engineering (IBBME) / The Terrence Donnelly Centre for Cellular and Biomolecular Research (CCBR) ~ Bryan:</p> <ul style="list-style-type: none"> ▪ Outstanding Issues <ol style="list-style-type: none"> 1) Developing targeted Workplace Inspection forms for different types of spaces 2) Working on a Lab Safety manual 3) Planning to use WHIMIS blackboard training module for refresher training ▪ New Items <ol style="list-style-type: none"> 1) Bryan circulated an incident report regarding construction dust from the Mining Attic project contaminating 3rd floor spaces and questioned whether the construction documents and/or supervision of contractors was adequate to prevent these types of occurrences. Steve indicated that he was involved with the incident and that while part of the problem was an inadequate or damaged dust-control enclosure, that there was a larger issue with dust migrating down from on top of the existing suspended ceilings in the affected rooms, caused by the vibration inherent with the framing work that was being done on the project site, and that it was not a predicable occurrence. The Project Manager was informed and arranged for caretaking maintenance of the critical areas affected and the contractor repaired the dust enclosure. The situation is now under control. 	<p><i>Bryan Bryan Bryan</i></p>
---	--	---

OTHER BUSINESS:

1. Changes to the OSHA to protect workers from workplace violence and workplace harassment will come into effect on June 15, 2010. The University's strategy is posted on the HR website.
2. Arts & Science, in collaboration with EH&S, will be hiring students on a trial basis to perform workplace inspections. Labour Relations discussions with the appropriate Unions are underway.
3. Reorganization of the University's JHSC structure is proceeding and is now with Labour Relations for review.
4. EH&S will be initiating audits of departmental research labs, focusing on health & safety procedures, in the near future. A gap analysis at UTSC is underway.
5. EH&S has developed online accident/incident report form and Brad has volunteered to test the system. Employee and student forms are now available on-line through a link on the EH&S website.
6. EH&S is developing a loading dock safety procedure to address significant deliveries and dock with multiple users and their responsibilities. Currently under revision.

FUTURE MEETINGS:

<p>Future Proposed Meeting Dates ~ 2010:</p> <ul style="list-style-type: none"> ▪ Friday October 8, 2010 ▪ Friday December 3, 2010

SIGNATURES:

Brad Saville, Management Co-Chair

Joe Baptista, Worker Co-Chair

cc: Engineering Health and Safety Website
Office of Environmental Health and Safety, 215 Huron Street, 7th Floor