

Joint Health and Safety Committee



Faculty of Applied Science and Engineering
University of Toronto

MINUTES

Date: Thursday March 6, 2008

Time: 0900hrs

Location: The Toronto Room, Bahen Centre, BA 8256

Member	Present (P) Absent (A)	Member Category (*)	Certified Member (X)	Work Location
Joe Baptista	(P)	W (USWA)		MIE, MC 123
Renzo Basset	(P)	M	(X)	CIV, GB 31B
Gloria Bryan	(P)	W (USWA)		APSE, GB 139
Jim Davis	(P)	M		AER, SF 4003 B
Jason Foster	(P)	M	(X)	Eng Sc
Maria Fryman	(P)	W (Co-Chair)		MSE, WB 140
Catherine Gagne	(P)	E		APSE, GB 149
Bryan Keith	(P)	W (USWA)		IBBME, MB 322
Prof. Jim Mills	(A)	M		MIE, MB 113
Prof. Brad Saville	(A)	M (Co-Chair)	(X)	CHE, WB 362
Viliam Sivaninec <i>for Kherani Nazir</i>	(P) (A)	W (USWA)	(X)	ECE, GB 347 B
Jim Webster	(P)	W		APSE, GB 116
(*) W-Worker/Non-management		M-Management		E-Ex-officio

DISCUSSION

MINUTES OF PREVIOUS MEETING:

The minutes of the meeting of November 23, 2007 were accepted.

BUSINESS ARISING FROM MINUTES:

There was no business arising from the Minutes.

NEW BUSINESS: Discussion

Item	Reports from the Members:	Action By
1	<p>Newly Elected Worker-Co Chair: Catherine introduced Maria Fryman as the <i>new</i> Worker (USWA) Co-Chair, replacing Alan McClenaghan.</p> <p>New JHSC Members: Catherine welcomed two new JHSC members who currently serve as Co-Chairs on Engineering Administration Health and Safety Committee:</p> <ol style="list-style-type: none"> 1. Jason Foster (M), Engineering Science 2. Jim Webster (W), Advancement/ Alumni Office <p>Resignations of JHSC Members:</p> <ol style="list-style-type: none"> 1. Chris Sparks (M), Department of Computer Science 2. Viliam Sivanec (W), Electrical Computer Engineering 3. Lisa Simpson-Camilleri (M), Advancement/ Alumni Office 	
2	<p>Engineering Administration: The Engineering Administration Health and Safety is now revitalized. Committee membership consists of 10 combined previous members as well as new comers, including the above elected Co-Chairs (Jason Foster and Jim Webster).</p>	
3	<p>Electrical and Computer Engineering (ECE): ECE met recently in November 2007.</p> <ul style="list-style-type: none"> ▪ Viliam reported feedback regarding previous complaints of poor air quality in three (3) ECE labs: GB 341, GB 441 and GB 445. Outcomes pertaining to measurements in the airflow are as follows: <ul style="list-style-type: none"> - GB 341: Situation improved due to reduced number of students utilizing the lab - GB 441: A former storage room which did not contain air diffusers, now functions as a lab. No labs are being scheduled as a result. - GB 445: Airflow issue partially solved as a result of maintenance diverting the air stream (testing required to confirm results meet the standard air quality level) 	
4	<p>Mechanical and Industrial Engineering (MIE): MIE Health and Safety Committee has been meeting regularly where all inspections are up to date. Issues of discussions:</p> <ol style="list-style-type: none"> 1. <i>MIE web based safety courses</i> created by Professor Jim Mills and Joe Baptista <ol style="list-style-type: none"> I. Following Professor Mills review of these safety courses offered to students at other universities, a seven (7) module course specific to MIE was developed and covers issues relevant such as compressed gas, Workplace Hazardous Materials Information System (WHMIS), First Aid and CPR. <ul style="list-style-type: none"> ▪ Each module consists of an online test where students are able to complete the test at their leisure. Unfortunately some supervisors felt the course was not highly important therefore limited their students in attending and also, booking rooms to conduct testing sessions became an issue as well. <p><i>Considerations:</i></p> <ol style="list-style-type: none"> 1. Developing safety courses specific to each department 2. Improving access to students interested or required to enroll in safety courses 2. <i>Defibrillators:</i> Although various departments have a desire to purchase a defibrillator, St. George Campus, UoFT is not supportive due to inadequate funding. 	

	<p><i>Considerations:</i></p> <ol style="list-style-type: none"> 1. Request support from Environmental Health & Safety (EHS) 2. Liability issues (qualification and training required) 3. Ontario Health & Safety (OHS) guidelines? 	
5	<p>Civil Engineering: Renzo reported that Civil Engineering's Health and Safety Committee in March 12, 2008.</p> <ul style="list-style-type: none"> ▪ Committee searching for a new Worker Co-Chair as the previous person resigned ▪ In process of building an independent web site which will be linked to the existing APSE website ▪ Will continue to post all minutes in hallway 	<p><i>Renzo to provide feedback re: interest in possibility of using MIE site as template for CIVIL</i></p>
6	<p>University of Toronto Institute for Aerospace Studies (UTIAS): Jim Davis stated:</p> <ul style="list-style-type: none"> ▪ Meetings have been scheduled regularly ▪ There have been no safety issues thus far ▪ Environmental Health and Safety have undergone several staff changes resulting in a website which has not been regularly updated as well as various safety courses no longer being available (i.e. WHMIS). 	<p><i>Jim will follow up with Professor Mills & Joe regarding their interest in utilizing MIE's web based courses</i></p>
7	<p>Materials Science and Engineering (MSE): Maria Fryman has little information to report as MSE has experience an increase in staff turn over is still in the process of finalizing a Health and Safety Committee.</p> <ul style="list-style-type: none"> ▪ Catherine suggested MSE partner with Chemical Engineering for two (2) reasons: <ol style="list-style-type: none"> 1. MSE department is relatively small 2. MSE occupy the same building as Chemical Engineering ▪ Maria reviewed the University of Toronto's Joint Health and Safety website for information relating to MSE's roles and responsibilities. She was unsuccessful in her search therefore contacted the EHS office but has not yet received a response - most likely due to reorganization in the EHS's office. 	<p><i>Maria will follow up with Doug Reeve, Chair, Chem Eng</i></p>
8	<p>Chemical Engineering (CHE):</p> <ul style="list-style-type: none"> ▪ Brad prepared a detailed one (1) page safety report relating to the February 15, 2008 electrical fire in the Walberg Building – <i>see attached.</i> 	
9	<p>Bahen Centre for Information Technology (BCIT):</p> <ul style="list-style-type: none"> ▪ The Bahen Centre Health and Safety Committee has been dismantled since all of the participating units preferred to have inspections conducted by their own committees. ▪ APSE space for MIE will be inspected by the MIE and ECE committees respectively. The Engineering Science and Decanal units' space will be inspected by the Engineering Administration Health and Safety committee. Space belonging to the Faculty of Arts and Science (Math and Computer Science) will be the responsibility of Arts and Science. 	
10	<p>The Institute of Biomaterials and Biomedical Engineering (IBBME) / The Terrence Donnelly Centre for Cellular and Biomolecular Research (CCBR): Bryan provided the JHSC with the following update from CCBR's H&S meeting:</p> <ul style="list-style-type: none"> ▪ The committee is meeting regularly at 3 months intervals 	<p><i>Bryan: to report on the success in increasing the amount of fixed seating in hallways</i></p>

	<ul style="list-style-type: none"> ▪ The new CCBR building has some issues: <ol style="list-style-type: none"> 1. Ventilation systems were not built in to the cold rooms which resulted in the formation of mold 2. Chronic eating and drinking in labs occurs as a result of insufficient seating available for graduate students (eating in hallways poses an issue with fire regulations) 3. Radiation safety <p>A suggested possible solution to ensure labs are free from food:</p> <ol style="list-style-type: none"> a) Step 1: Warning Issued where lab will be closed b) Step 2: Official closure of lab where students are locked out if regulations not followed 	
11	<p>Information from Environmental Health and Safety (EHS): Catherine provided the following update on the internal changes within the Environmental Health and Safety Department:</p> <ul style="list-style-type: none"> ▪ Effective January 28, 2008, Susan Fern-MacDougall has been appointed the new Director, Environmental Health & Safety, replacing Peter Nicoll ▪ Laura MacDonald, previous Interim Director of EHS, has assumed the newly created role of Associate Director, Environmental Health and Safety 	<i>Gloria will ensure the new Director is invited to future meetings</i>
12	<p>Faculty of Engineering Health and Safety Website: The Faculty has created a more efficient Health and Safety website which includes the posting of committee membership, minutes, meeting schedule, links to departmental websites and other resource links such as EHS and Fire Prevention: http://www.engineering.utoronto.ca/informationfor/faculty_staff/hands.htm</p>	
13	<p>Other Information: No other information had been received since the last meeting.</p>	

OTHER BUSINESS:

13	There was no other business.	
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NEXT MEETING:

Monday June 23, 2008 at 1400hrs
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Future Meeting Dates:

Friday August 22, 2008
Friday November 28, 2008

SIGNATURES:

Catharine Gagne, Ex-officio, Acting Co-Chair

Maria Fryman, Worker Co-Chair

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