

Joint Health and Safety Committee



Faculty of Applied Science and Engineering
University of Toronto

MINUTES

Date: Thursday March 19th, 2015

Time: 10:00 am

Location: BA 8256

Member	Present (P) / Absent (A)	Member Category	Certified	Department
Joe Baptista	(A)	M (USWA)	(X)	MIE
Renzo Basset	(P)	M	(X)	CIV
Gloria Bryan	(P)	W (USWA)		APSE
Prof. Mansoor Barati	(A)	M		MSE
Giovanni Buzzeo	(A)	W (USWA)	(X)	CIV
Jeff Cook	(P)	W (USWA)		UTIAS
Jason Foster	(P)	W (USWA)		APSE
Mohammad Mojahedi	(A)	M		ECE
Andrey Shukalyuk	(P)	W (USWA)		IBBME
Kelly Hayward	(P)	W (USWA)		ECE
Prof. Jim Mills	(P)	M		MIE
Steve Miszuk	(P)	M	(X)	APSE
Prof. Brad Saville	(P)	M (Co-Chair)	(X)	CHE
Ian May	(A)	W		APSE
Guest: Geoff Shirliff-Hinds, EH&S (A)				
W-Worker / Non-Management M-Management E-Ex-officio (X) Certification Pending				

DISCUSSION OF PREVIOUS MINUTES:

- 1) UTIAS course offered to Engineering Science students. (Jason)
- 2) Students cannot solder in an ordinary room for proper ventilation is required as per Health & Safety standard. Jim will seek out alternative ways to solder. (Jim)

There is not sufficient time or space for students to complete their projects. There may be a need to revisit the curriculum to meet the needs of the students.
- 3) Invite Kamran Behdanan to next JHSC meeting
(Professor, MIE, NSERC Chair in Multidisciplinary Engineering Design, Director for the Multidisciplinary Design & Innovation (UT-IMDI))
- 4) PhD students stand in occasionally for instructors. Do they have the required levels of training? (Jody)
- 5) Random inspection where numerous complaints made – Bio Safety Officer from EHS inspection unannounced. No one was consulted. Issues- inspector did not identify himself nor adhere to the dress code. Andrey to follow up with Geoff. (Brad)

BUSINESS ARISING FROM TODAY'S MINUTES:

- 1) Requested that grad students be treated similar to employees where they receive the same training. TA's are only employees when working as a TA within TA hours. They should have the same rights as a worker – right of refusal, right to be informed, etc. (Geoff)
- 2) TA's in a course working as a TA in a different course. IF injured, how would the TA be covered? They would not fall under the OHS Act. (Jason)
- 3) Inquiring about students who take photos and videos of other students performing unsafe acts. Is this illegal? Following up with Raffael Eskenazi, Office of Freedom of Information and Protection of Privacy. (Jason)
- 4) Following up with HR regarding '*how many cross-appointments we have in our department?*' (Geoff)

Would like an idea of internal compliance. The issue is, how are these cross appointments managed? Over time, some of the gaps will not be an issue but in the short term it may be challenging. (Brad)

EHS could possibly send names to each department detailing those who have completed and those who did not complete. (Geoff)
- 5) Are volunteers and interns covered? (Brad)
Geoff assumes they are covered for they are performing a service for UofT. Are those individuals requiring access to labs? This fact helps to focus on what their role and or responsibilities are.
- 6) Many volunteers are young students. The Health and Safety Act states that students are able to volunteer at 15 years of age. (Geoff)

NEW BUSINESS: Discussion

	Reports from the Members:	<i>Action By</i>
1	<p>Engineering Administration Health and Safety Committee (EAHSC) ~ Gloria & Steve:</p> <ul style="list-style-type: none"> ▪ Outstanding Issues : <ol style="list-style-type: none"> 1) Previously reported gas-like smell emitted from steam plant. Is there a reduction in the amount of 8-3000 calls to the F&S ER Call Centre? 2) Is there a decrease in the amount of 8-3000 calls to F&S ER Call Centre in regards to the 'Bad odor' detected on the main and lower floors in the Office of the Dean, House of Bahen Centre? Request for Building Engineer to forward the Steam plant's diesel testing schedule. The Building Engineer receives this schedule on a monthly basis. For the month of May the diesel test was done on the 20th of May and will be forwarded when received by Building Engineer. ▪ New Items: <ol style="list-style-type: none"> 3) What process must faculty, staff and students follow when submitting a workplace injury report? Report to someone or complete the online submission form? (<i>attached</i>) 	<i>Gloria</i>
2	<p>Electrical and Computer Engineering (ECE) ~ Prof. Mohammad Mojahedi and Kelly:</p> <ul style="list-style-type: none"> ▪ Outstanding Issues: <ol style="list-style-type: none"> 1) Previous complaints regarding fumes. Bruno met workers. A log will be used to document. ▪ New Items: <ol style="list-style-type: none"> 2) Department meetings and inspections scheduled. 3) WHIMIS – awaiting response from Geoff, Environmental Health and Safety. 	<i>Mo</i> <i>Kelly</i>
3	<p>Mechanical and Industrial Engineering (MIE) ~ Prof. Mills & Joe:</p> <ul style="list-style-type: none"> ▪ Outstanding Issues : <ol style="list-style-type: none"> 1) Working on training new members for laboratories. ▪ New Items: <ol style="list-style-type: none"> 1) Currently working on obtaining membership for First Aid – assuring the correct numbers are certified. 2) Issues continue with online safety training –4th Year PEY where percentages are being combined instead of split into 2. There is an increase in the amount of students enrolled in design and prototyping courses, most courses such as capstone – taught by faculty. 	<i>Joe</i>
4	<p>Civil Engineering (CIV) ~ Renzo & Giovanni:</p> <ul style="list-style-type: none"> ▪ Outstanding Issues: <ol style="list-style-type: none"> 1) Training dates on Health and Safety website for 2015 2) Behind in inspections 3) Up to date in meetings ▪ New Items: <ol style="list-style-type: none"> 4) Research portable ventilated systems for soldering. 	<i>Renzo</i>

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) Power outage – no power for 12 hours. Is the Director the person responsible in determining if staff and or students go home? ▪ New Items: <ol style="list-style-type: none"> 2) Recent meeting – update all Health and Safety Boards. 3) One (1) page brochure for new students and visitors (including maps, etc.). 4) Met with Mark Austin from USW – inspection took place. 	<i>Jeff</i>
6	<p>Materials Science and Engineering (MSE) ~ Jody for Sal</p> <ul style="list-style-type: none"> ▪ Outstanding Issues: <ol style="list-style-type: none"> 1) Fire in research lab, Haultain Building – no report seen as yet. Origin of source of fire? Electrical? Report due end of October once claim has been settled. Steve to follow up with Property Manager. ▪ New Items: <ol style="list-style-type: none"> 2) Membership change – MSC may rotate their JHSC members. 3) Behind in First Aid training. 	<i>Steve</i> <i>Jody</i>
7	<p>Chemical Engineering (CHE)- Prof. Saville (carried over):</p> <ul style="list-style-type: none"> ▪ Outstanding Issues : <ol style="list-style-type: none"> 1) Ongoing issues with odor recirculating into the building. Need to identify the source. People are complaining and calling 8-3000. 2) Experimenting with new anonymous incident online Chem Eng website. Chem Eng is working with Geoff from EHS. 3) Inspections done by committees are insufficient – Geoff will circulate a check list for all to share. 4) Laboratory Safety Committee – Marc Drouin, EHS Director brought this to their attention. Recommendations will be made. The Department Chair will circulate (not the JHSC). ▪ New Items: <ol style="list-style-type: none"> 5) WB 125 - Changing of the floor back to its original floor – reverting back to the open steel grate floor. Strict guidelines must be followed (no high heels worn, increased ventilation). Hard hats will likely be mandatory when walking on floor beneath for objects can fall through the holes in the floor. 	<i>Prof. Saville</i>
8	<p>The Institute of Biomaterials and Biomedical Engineering (IBBME) / The Terrence Donnelly Centre for Cellular and Biomolecular Research (CCBR) ~ Andrey:</p> <ul style="list-style-type: none"> ▪ Outstanding Issues : <ol style="list-style-type: none"> 1) Dry lab opening in January 2015 2) Much work for students moving dangerous materials outside in snow and ice – formed in front of freight elevator. Requested a mat to reduce slipperiness in elevator cab. Steve will follow up with Property Manager. 3) Asked for recommendation to install locks in washroom in MB – 3rd floor of woman’s washroom. No response as yet. Locks already installed on basement doors and 1st floor. 4) Front of MB and CCBR extremely slippery – students reported falling. UofT Grounds and City of Toronto not taking responsibility. 5) South/ east lab of the MB reported a chemical smell in room 306 – smell seems to always happen in front of the fume hoods (random and strong where people were forced to leave the room or headaches would result). Plumbing error – use of chemical created headaches, etc. 	<i>Andrey</i> <i>Steve</i>

	<ul style="list-style-type: none"> ▪ New Items: <ul style="list-style-type: none"> 6) Design lab studio – capacity for 20 students 7) Asbestos work will be completed on stairwell 8) Campus Police would be able to patrol the building until 6:00 am if needed. 9) Department representative to distribute monthly inspections for labs. 10) Two (2) accidents occurred: 1) Technician accidentally broke a glass bottle. Was burned. Showered but water would not stop flowing which resulted in a flood thus effecting two floors; 2) Teaching Lab: Space was cleaned after design project glass broke. Need to re-educate TA's about the rules and procedures. Must remind them that different rules may apply to different work spaces and laboratories. 	<i>Andrey</i>
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OTHER BUSINESS:

- 1) Committee discussed issues around the proposed multi-site agreement. The idea is not universally accepted because every department has to have a committee, there will be complications with the overall structure.
- 2) New worker co-chair is needed (replace Bruno).
- 3) EHS training for grad students
- 4) Sherry Ann from UTIAS to replace Jeff. Date to be determined. Jeff will remain on the UTIAS Health and Safety Committee. Rotation may be considered.

MEETINGS:

Meeting Dates for 2015:

- Thursday October 1st, 2015
- Thursday December 3rd, 2015

SIGNATURES:

Brad Saville, Management Co-Chair

Bruno Korst, Worker Co-Chair

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