

Joint Health and Safety Committee



Faculty of Applied Science and Engineering
University of Toronto

MINUTES

Date: Thursday May 28, 2015

Time: 10:00 am

Location: BA 8256

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

BUSINESS ARISING FROM TODAY'S MINUTES:

1. Engineering Science Students: One of their projects involves soldering. Some of the students rely only on general room ventilation which is not sufficient. There must be a ventilation fume control system in place. Any filter used will be Assessed by Geoff to ensure it can handle the following: volume, quantity, duration, how it is used, CSA approved and how often filters are changed (depending on the capacity of the unit).
2. Kamran Behdinan: Kamran Behdinan is a Professor in the Department of Mechanical & Industrial Engineering at UofT. He was invited to attend today's meeting but unfortunately no longer available. Professor Behdinan's presence would speak to related discussions of design, safety protocols of building projects and not improper use of various areas on campus. At the moment design space is at a minimum.
3. Jason raised a question regarding TA's and how far they are covered when advising student groups constructing projects, in case of an injury. They would not be covered as workers or through WSIB, but proper training would have to be provided to protect the University. The University will provide companies with a list of training that has been completed by students and any additional training will have to be provided by the host company.

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: <p><i>Diesel testing schedules</i></p> <p>The accident reporting form - submitting the work injury form online. There is a problem getting the form back through the various superiors and Health and Safety committees. Geoff will go back and asked if a note could be added on the form saying, ‘When you have completed this form forward a copy of this form to the Joint Health and Safety Committee Co-chair’.</p> <p>A reminder when filling out the form, please note when an injury occurs it is usual the result of not having the correct training. Do not simply complete and file the report, follow through and rectify the outstanding issue, so it doesn’t happen again.</p> 	
2	<p>Electrical and Computer Engineering (ECE) ~ Kelly:</p> <ul style="list-style-type: none"> ▪ Outstanding Issues: <p>Smell coming into the Bahen Building, Kelly did receive a call from the Steam Plant Manager and they vented a large amount of natural gas on Friday May 22, 2015. The 7th floor called to complain about the smell. That was the first issue she had heard about in several months. Most calls come from the upper floors. This is an ongoing issue (5-6 years), a log will be a great help in tracking the issue.</p> <p>Inspections are ongoing, bikes are being placed in labs, they block the exits which is the biggest problem.</p> <p>Environmental Health and Safety – Level 2 Training has been sent out.</p> <p>Next meeting in June, has to be scheduled.</p> <p>Some issues regarding the public within the Bahen building:</p> <ol style="list-style-type: none"> a) People with mental health disorders onsite looking for information and professors to help deal with their issues. b) Another concern where someone was asking where students were from and accusing them to be working with ISIS. Campus police has been very responsive to these types of issues. <p>Someone is requesting to work with hydrophilic acid. They were told to contact Geoff. They were looking for a reminder of the protocols to be followed.</p> <p>Professor Chen’s lab - no safety shower is available. They are using a low quantity of the substance which can be irrigated at a sink or an eye wash station, then followed up by going to a hospital if necessary. There are other labs that are available for use that have the proper equipment and a lab technician (WB basement, Bahen 7th and Pratt).</p> 	
3	<p>Mechanical and Industrial Engineering (MIE) ~ Prof. Mills & Joe:</p> <ul style="list-style-type: none"> ▪ Outstanding Issues : <p>Two (2) meetings have taken place so far and inspections are on schedule.</p> <p>There are only one or two trained First-Aiders that are up to date (must be updated every three years). Currently looking for volunteers for two volunteers are needed for each station. The biggest issue is arranging time for people to take the training.</p> <p>Online course for safety training is not great, but continuing. In order to be a TA you must take complete safety training. Students are constantly be reminded to follow through. The ROSI</p> 	

	<p>system is used to send out reminder messages to take the course. The focus is on courses that have a lab component and use this method as a way of getting the training completed.</p> <p>A Volunteer Fire Safety Training has just been added. Labs that use fuels, ovens and lasers are encouraged to take this training.</p> <p>Interlock has been installed on machines in the machine shop that require chuck keys. This will stop the keys from possibly hurting the operators.</p> <p>Lifting devices have all been inspected and repaired. Lift-Safe Engineering has been used by MIE and provide everything that is needed, inspection, reports and fix the items but there is a cost to using this company.</p> <p>Formula SAE Team and Haltain 110 complaints about painting. There are two paint booths large enough to put a vehicle inside. Usually the vehicle will be painted by company sponsor or they will provide training to the team and have them do it off site. Sometimes smaller parts will be done on campus and done outside away from the doors or intakes.</p>	
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. 5) Eye wash for the micro satellite area? 6) Power outages and how long until it is a safety issue, what steps are followed in such a case. 	<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) Jody mentioned a fire in the Haltain Building - no report as of yet. 2) Q: Safety Training how often? A: Health and Safety is good for three years. Safety Training is available 2 or 3 times a year Training is offered for free for members (2). 3) Completed safety training. 4) A few more reports of odors, the last few have been from maintenance personal. 5) Emergency phones are located in the elevators, in case of work being done in the shaft. 	<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) No updates 2) Still debating who is paying 3) Postponed inspections until a new manager of operations (June 23, 2015 starts) ▪ New Items: <ol style="list-style-type: none"> 4) Smoke smell enters the 3rd floor, no smoking signs are posted as a result. The smoke detectors on those floors were disconnected, because they were constantly on. 5) 2nd floor fire escape door alarm will go off until the door is closed. 6) Smell of smoke congregates around the glass elevator area in front of the building. 7) Training for staff, if training is not completed access cards are not issued. <ol style="list-style-type: none"> a) Lab certificates for the building, to implement b) EHS and Fire Inspection and random inspections, same rules should apply to the inspection teams as well. EHS officer did not acknowledge the staff when doing an inspection. 	<i>Andrey</i>

OTHER BUSINESS:

1. Status quo for Health and Safety committees within Engineering.
2. General reminder, a new worker co-chair is needed to replace Bruno.
3. October 1, 2015 next meeting. (Meeting changed: October 15, 2015).
4. Regulations for training for certification has changed, end of this year will change. If you have completed Part 1 (4 days) to complete part 2 now. Training for Part 2 will take place in June and in the Fall.
5. Good representation on the management members, not so good on workers.
6. Website for the Health and Safety Committee is incomplete.
7. WHIMIS – changes were coming in June to WHIMIS, but they have not changed.

MEETINGS:

Meeting Dates for 2015:

- Thursday October 15, 2015
- Thursday December 3rd, 2015

SIGNATURES:

Brad Saville, Management Co-Chair

_____, Worker Co-Chair

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