

**ELECTRICAL AND COMPUTER ENGINEERING
JOINT HEALTH AND SAFETY SUBCOMMITTEE**

MEETING DATE: Tuesday, August 25, 2009
TIME: 9:30 – 10:30
PLACE: SFB 560

PRESENT:

Susan Grant	ECE
Kim Graves	ECE
Sean Hum (Co-Chair)	ECE
Jeannie Ing	ECE
Bruno Korst (Co-Chair)	ECE
Henry Lee	ECE
Lindsay Mason	ECE
Jeet Narsinghani	ECE
Austra Ozolins	ECE
Jaro Pristupa	ECE
Rosanna Reid	ECE
Diane Silva	ECE
Leyla Soleymani	ECE/Grad student
Rosemary Tersigni	ECE
Wen Zhu	ECE

ABSENT:

Fred Aulich	ECE
Kelly Hayward	ECE
Geoff Shirliff-Hinds	OEH&S
Mary Stathopoulos	ECE

1. Minutes of May 12, 2009 Meeting minutes

- The minutes were approved unanimously on a motion proposed by Rosemary Tersigni and seconded by Jaro Pristupa.

2. Membership Changes

- Lindsay Mason, an admin staff member, was introduced
- Leyla Soleymani, the graduate student representative, was introduced.
- Kim Graves plans to be on maternity leave as of mid October 2009. No replacement is planned.

3. Business Arising

- *Issues arising from Faculty Health and Safety recent meetings:*
 - Prof. Hum reported that there was a Faculty meeting in May 2009. Both Prof. Hum and Bruno Korst attended. There is also another Faculty meeting planned for August 28, 2009.
 - The Faculty committee is short on worker members and co-chairs of subcommittees will be invited to participate in future meetings.
 - Re: odour of natural gas. Prof. Hum has drafted guidelines for the Faculty on procedures to follow. Steve Arnold is to provide feedback to the Faculty committee.
 - There was discussion about the 4th floor Pratt Bldg. flood incident. It was reported that no further action was required at this time.
- *Issues arising from previous meetings:*
 - Update on Mercaptan incident: Prof. Sargent's lab continues to provide weekly reports on the use of Mercaptan to Prof. Najm. There have been no incidents lately. We will obtain an update on when the new equipment will be installed and functioning.
 - On-line WHMIS training: B. Korst will complete the transfer of our training to the on-line system. We will test this new training method in September

09. Rosemary Tersigni will circulate the new process and invite /track participation.

- Update on summer safety project – This demonstration is still pending.
- CPR training: R. Tersigni will schedule this training after the end of September 2009. She will circulate a registration form to all members of the Department shortly.
- Minerva Training Program: B. Korst attended this training and reported that it provided good tools.
- Bicycle storage in buildings: Although the University does not have a policy to restrict bicycles from buildings, a recent complaint about the storage of bicycles in the Bahen Bldg. Graduate Student Lounge (about 12 bicycles stored there), prompted action from the Chair. If bicycles continue to be stored there, the lounge will be closed.

4. Inspections:

- SF Basement, 1st floor: S. Grant and J. Ing reported that there were no problems identified. A written report was submitted.
- Eng Annex 1st / 3rd: K. Graves and L. Mason reported on-going problems with EA107 sink / drainage problems. The Chair's Office has been involved and options are being reviewed. There is also a fruit fly problem, emanating from the vent in EA305.
- Lab inspections: H. Lee and W. Zhu reported that there are new labs on the 2nd floor and 4th floor of Galbraith. They were concerned with the exit door situation in the new ECTI lab in the Walberg Bldg. K. Hayward reported that this had been cleared with the Fire Prevention office. There is a fumehood in GB225 which does not appear to have been inspected.
- GB 1st, 2nd: B.Korst and D. Silva reported that GB241 appears to be very cramped. There was also concern about escaping liquid nitrogen from the tanks in labs – L. Soleymani indicated this is normal.
- SF2nd, 4th, 5th: S. Grant and J. Ing – inspections pending
- Bahen 3rd, 4th: F. Aulich and M. Stathopoulos – inspections pending
- First Aid Stations: K. Graves and M. Stathopoulos – inspections pending
- Lab Emergency Contact names with lab information (chemicals used / lasers) will be collected and provided to the U of T Campus Police. This information will also be posted on the lab doors.

5. Other Business:

- Gas smell May 13, 2009: R. Tersigni had spoken with Wally Griswold about a follow-up to this incident since there was no feed-back.
- Next meeting will be scheduled for the November 2009.