

DEPARTMENT OF MECHANICAL & INDUSTRIAL ENGINEERING

SAFETY COMMITTEE MEETING

APRIL 11, 2005

ATTENDEES: Len Roosman, Jim Mills, Mike Smith, Joe Baptista, Tom Bernreiter, Esther Oostdyk, Yvonne MacNeil, Mike Zitnik, Markus Bussmann

ABSENT: Jin Wang, Maurine Kwok

NEXT MEETING: tentatively scheduled for July 11, 2005 at 2:00.

ONGOING ITEMS FROM PREVIOUS MEETINGS:

1. Tom attended the first course required to become a management certified member of the committee, and will attend further workplace-specific training sessions as his schedule permits.
2. Regarding air quality in RS115, Joe indicated that, for various reasons, UofT Building & Construction Services has dropped the job of designing and installing a new ventilation system. As a result, the property manager, Manuel da Costa, will hire an outside engineer to begin again, to study the requirements and draft a design.
3. Markus presented a draft of an information sheet summarizing appropriate actions in case of accident/injury, to be distributed to all in the department. Based on suggestions, Markus will revisit some of the instructions, edit the memo accordingly, and send it out to the committee for another look before distributing it.
4. Regarding the asbestos repairs in RS207A and RS112, Joe reported that Prof. Park has moved out of his office (RS207A) to another location. Joe is awaiting a response from Jason McInnis, the UofT Manager of Environmental Hazards, regarding the status of these repairs, as well as of an asbestos inspection of the entire Rosebrugh building, and about obtaining copies of asbestos reports for each of the buildings for which this committee has responsibility.
5. Len reported that on April 8, Dr. Jin Wang provided him a set of documentation of start-up and shut-down procedures for all equipment in Prof. Park's labs. Len will review this documentation, and then follow up with Dr. Wang next week to organize site-specific safety training for all students and staff affiliated with these labs.
6. Len reported that he and Joe inspected Prof. Park's labs on April 8, and noticed a marked improvement in adherence to health and safety protocols. Len also noted that the lab has purchased and installed a specialized vacuum system for cleaning up powder.
7. Tom indicated that cable protectors have been purchased, and installed as needed in the fluids lab.

8. Len followed up on the use of methyl butyrate in MC303, Prof. Thomson's lab, and reported that there are no longer any odours, that the equipment has been properly sealed, and that there are no more complaints regarding this equipment.
9. Len reported that all lifting devices had recently passed inspection.

NEW ITEMS

1. Len and Joe recently inspected all labs and common spaces, and provided Markus with copies of the reports. There were no major issues. Len will follow up as required to ensure that fire extinguishers are installed wherever necessary, and that first aid stations are restocked.
2. Tom indicated that, based on what he learned at a recent Health & Safety course, that the inspections Len, Joe, and he conduct every six months should be scheduled differently. Instead of inspecting all facilities at once, every six months, different parts of the facilities should be inspected monthly. By the next meeting, Len and Joe will put together a monthly schedule of inspections, so that every part of the facility is inspected at least once per year. Any facilities of concern can then be inspected more regularly in conjunction with the monthly inspections, as required.
3. Joe reported that UofT Fire Prevention Services recently inspected the Bahen Centre labs of Profs. Mostaghimi and Chandra. The inspection raised a few concerns. The obvious ones (e.g. posting of MSDS sheets and emergency information) will be dealt with shortly. But Joe reported that he had requested an itemized list of several other concerns (e.g. apparent use of wood doors where fireproof doors appear necessary), before proceeding.
4. Len reported an injury in the Student Shop. On February 18, a student, Suiyan Ramachandrav, cut a finger in the band saw, that required five stitches at a nearby hospital.