

Sutherland Health & Safety Committee
Thursday, May 23, 2019
Room B3347
Sutherland Campus

MINUTES

Sutherland H&S Committee				Minutes and Agenda are now located on the H&S Website	
Co-Chairs					
P	Elane Kalavrias (EK) Co-Chair		C	Mike Peart (MP) Co-Chair	
	Members			Resources	
R	Wes Stewart (WS)		P	Kim English (KE) R*	
R	Joanne Tully (JT)		P	Kim Fleming (KF) R*	
P	Kari Draker-Fortis (KDF)		R	Christopher Smith (CS) R*	
R	Tracy Partridge (TP)				
P	Travis Grant (TG)			TBA, Employment Ontario Peterborough	
P	Mary Walke (MWA)				
P	Tina Benincasa (TB)				
R	Tammy Douglas (TD)				
				Marriah Wickert (MW) – Minutes	
C-Chair		P-Present		R-Regrets	
				G-Guest	
				R*-Resource	
At Fleming College, we: <ul style="list-style-type: none">- Put student learning first- Value people and community- Commit to our environment- Waste nothing – not time, talent or resources- Take inspiration from Sir Sandford Fleming: innovate with vision, then implement with excellence					
Upcoming Meetings		TBA			

Item #	Agenda Topic - Discussion	Decision	Follow-up/Status
1.0	Call to Order Meeting was called to order at 9:03am by Co-Chair Peart.	Quorum was met and those in attendance were welcomed.	

2.0	Approval of Agenda <u>Motion 1:</u>	It was moved by TB and seconded by EK, that the Agenda be approved as circulated.	
3.0	Approval of April Minutes <u>Motion 2:</u>	It was moved by TB and seconded by MWA, that the minutes from April's meeting be approved.	
4.0	Accident Reports 4.1 Student Accident Reports: 4.2 Staff Accident Reports:	Student - 5 Staff – 0	
5.0	Inspection Reports 5.1 Inspection of Zone H – Drive Shed 5.2 Inspection of Zone G - Exterior 5.3 Inspection of Zone R – Residence	March inspection for Drive Shed incomplete April inspection for Exterior is complete May inspection for Residence is complete	WS and MP to complete inspection TD and EK completed exterior inspection. TG and TB completed inspection for residence.
6.0	New Business:		
7.0	Work in Progress 7.1 Approval of Minutes 7.2 Inspection Schedule 7.14 Scent Concerns 7.18 Brainstorm Ideas 7.19 Honeywell System Failures	EK and MP to review minutes from April and Joint, Joint 2018 CMT discussed need for H&S rep - Cobourg KE informed CMT of changes to the scented products guidelines. CMT discussed timing in regards to distributing scent sensitive communication CMT discussed JHSC member apparel during workplace inspections CMT was provided with update on Honeywell System	EK and MP to take off line to complete. EK to reach out to OPSEU – Local 351 President for potential assignment of worker rep at Cobourg location. KE advised CMT that the changes were made to accommodate personal air diffusers. KE confirmed that only water may be used in the diffusers. TB suggested that a communication be distributed as soon as practical due to concern from employees. KE advised CMT to direct those with concerns to the H&S website, where they can review the guideline. CMT agreed that members will continue to wear reflective vests that are provided during inspections. MP informed CMT of project to phase out Honeywell and add key scan system similar to A-Wing. CMT will continue to monitor progress with Honeywell system until project completion.

	7.20 January Minutes to be approved	CMT reviewed January minutes	Motion to accept January minutes: It was moved by KDF, seconded by TB. EK and MP to consult minutes and see if there are items that need to be added to agenda as work in progress.
	7.21 Interest from OPSEU 352 for membership	CMT discussed JHSC composition and membership needs	KE, EK and MP to review current composition, consult TOR and obtain exit dates from members to ensure appropriate JHSC composition is obtained by fall start-up.
	7.24 A-Wing Transom Validation	CMT was updated on efforts made in regards A-wing transom validation	MP is actively seeking confirmation from the architects for the A-wing transom validation.

8.0	Next Meeting	TBA	
	Adjournment of Meeting – 9:23am	Motion to adjourn meeting at 9:23 am, moved by TB and seconded by KDF.	
	Next Meeting TBA		

Mike Peart
Co-Chair, Management

Elane Kalavarias
Co-Chair, Workers

Date

Date