

LEARN | BELONG | BECOME

Frost Health & Safety Committee Monday, November 18, 2019 Room 230A/B2349 **Frost Campus**

MINUTES

Frost H&S Committee				Minutes and A	Minutes and Anordo are new located
Co-Chai			;		Minutes and Agenda are now located on the H&S Website
С	Heather Broadbent (HB) Co- Chair	Ρ	Mike Peart (MP) Co-Chair		
	Members		Resources		
R	Brendan Molloy (BM)	Ρ	Kim English (KE) R*		
Ρ	Talbot Hurren (TH)	R	Kim Fleming (KF) R*		
R	Rob Marsh (RM)	R	Shari Lain R*		
Ρ	Betty McNeely (BM)				
Ρ	Michael Benedict (MB)				
R	David Belsey (DB)				
				Marriah Wickert	(MW) – Minutes
C-Chair P-Present		-	R-Regrets	G-Guest	R*-Resource
i					

At Fleming College, we:

- 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	Dec 16, 2019	Jan 20, 2020	Feb 24, 2020	Mar 16, 2020
	Apr 20, 2020	May 18, 2020		

ltem #	Agenda Topic - Discussion	Decision	Follow-up/Status
1.	Call to Order Meeting led by Co- Chair Broadbent	Quorum was met and those in attendance were welcomed.	
2.	Approval of Agenda <u>Motion 1:</u>	It was moved by BM and seconded by MB, that the Agenda be approved as circulated.	
3.	Approval of Minutes from May's Meeting <u>Motion 2:</u>	May minutes to be reviewed by MP and HB.	

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4.	Accident Reports 4.1 Student Accident Reports: From April- Sept Staff Accident Reports: From April- Oct	Student – 4 Student Incidents Staff – 2 Staff Incidents	
5.	Inspection Reports 5.1 October Inspection of Zone A	MP and MB completed inspection of Zone A. Items in room 295 are unlabelled and require labelling.	MB noted some general housekeeping concerns. Unlabelled jars in classroom 295 need to be labeled. Dangerous
			chemical called Bouin was often used as preservation during 1950- 1960s so must confirm that this was not used to preserve the items in 295. MB mentioned this concern has been carried over from inspection in same area last year. MB mentioned that solution in jars could be recorded somewhere but identifier on the jars is also required. If Bouin (picric acid and formaldehyde) is in these jars they will need to be disposed of by bomb squad.
		H&S board is lacking updated H&S policy and missing workplace violence and harassment policy (WVP).	H&S policy needs to be updated and signed by current president. KE to takeaway. MB mentioned that MOL permits merging of H&S and WVP policies. KE mentioned that WVP and training is maintained by human resources and is being revised.
	5.2 Inspection Review	HB mentioned general concern from high hazard lab technicians in regards to labelling requirements.	KE advised that H&S website should be used as a resource.
		CMT reminded to include pictures of all items noted.	It is recommended that the second tablet be used to add pictures of noted items.
6.0	New Business : 6.1 Hazardous Waste Pickup	CMT discussed hazardous waste pickups in loading dock area.	HB mentioned that concern is mainly regarding signage, delivery of food products during hazardous waste pickups and compressed gas location. MW and KE to takeaway to ensure signage is posted and review potential use of rm 134 for hazardous waste storage and pickup.

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		Gas cylinders, full and spent, hooked on railing on dock are a concern as there is a risk of them getting knocked over.	HB called Praxair to ask if cylinders can be stored outside. Praxair confirmed that cylinder can be stored outside and it is recommended that the cylinders be moved to the enclosure on dock. CMT discussed whether there is a risk of cylinders being hit by delivery trucks but determined that enclosure is not accessible to vehicle traffic. KE confirmed reasonability of suggestion; however, needs to be flushed out from operational stand point.
	6.2 Hazardous Material Survey	MB asked where hazardous material survey can be found.	Survey can be found on JOHSC share drive as well as a hard copy is located at the information booth. KE recommended CMT members send email if share drive access is required.
		MB mentioned good idea for faculty and other to have ACM training.	KE recognized that ACM training is available to staff through our safe workplace module. KE mentioned that MW would send MB ACM and ladder training.
7.0	Work in Progress 7.4 CMT members to note questions posed by Co-Chairs at joint meeting	How do we make our efforts more meaningful?	HB will include more H&S at technician meeting. KE to bring school chairs into discussion to ensure efforts and supports are aligned.
	7.5 CMT Photo for H&S website	MW mentioned Sutherland CMT idea of head shot and brief 2-3 sentence description	Sutherland CMT and send head shots/selfies for H&S website. This will link with sub-committee for their communications.
8.0	Next Meeting	Mon, December 16, 2019	
	Adjournment of Meeting - Next Meeting December 16th, room 230A and B2349	It was moved by HB and seconded by BM to adjourn meeting at 11:18am.	

Mike Peart Co-Chair, Management Heather Broadbent Co-Chair, Workers