

Sutherland Health & Safety Committee
Thursday, December 19, 2019
Room B3347
Sutherland Campus

MINUTES

Sutherland H&S Committee				Minutes and Agendas 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	Candace Gainer (CG)		R	Kim English (KE) R*	
P	Joanne Tully (JT)		P	Shannon Beaudoin (SB) R*	
P	Heather Cuthbert (HC)		R	Christopher Smith (CS) R*	
P	Tracy Partridge (TP)		R	Shawn Watkinson (SW) R*	
R	Travis Grant (TG)		R	Ken Turnbull (KT) R*	
P	Mary Walke (MWA)				
R	Tina Benincasa (TB)				
P	Tammy Douglas (TD)				
P	Mary MacLeod (MM)				
				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		January 23, 2020		February 27, 2020	
		April 23, 2020		May 28, 2020	

Item #	Agenda Topic - Discussion	Decision	Follow-up/Status
1.0	Call to Order Meeting was called to order at 9:04am by Co-Chair Peart.	Quorum was met and those in attendance were welcomed.	

2.0	Approval of Agenda Motion 1:	It was moved by JT and seconded by EK that the Agenda be approved.	
3.0	Approval of October and November Minutes Motion 2:	It was moved by HC and seconded by TP that both October and November minutes be approved.	
4.0	Accident Reports 4.1 Student Accident Reports: 4.2 Staff Accident Reports:	Student - 1 Staff – 3 CMT discussed employee slip/trip while walking into main entrance from Ash lot.	Slip/Trip/Fall MP informed CMT that MSI is responsible for snow removal in parking lots/main areas and that BSP responsible for clearing exits and emergency exits. HC cautioned that crosswalk paint is slippery when wet. MP to takeaway and talk with Operations Manager Jennifer Smith.
5.0	Inspection Reports 5.1 Inspection Zone C – C Wing Level 0&1 5.2 Inspection Zone C – C Wing Level 2 5.3 Inspection Zone C2 – Café (including common areas and Steele Centre)	Inspections of Zones C – Level 0&1. Inspections of Zone C – C Wing Level 2 Inspection of Zone C2 – C Wing Café	Inspecting stage with inspection date TBD. 8 WO created and 3 noted items assigned to staff to address. Inspecting stage with inspection date TBD.
6.0	New Business: 6.1 Introduction Shannan Beaudoin	CMT introduced to new resource member.	SB assuming position previously covered by KF.
7.0	Work in Progress		
8.0	Next Meeting:	January 20, 2020	
	Adjournment of Meeting – 9:16 am Next Meeting January 20, 2020	Motion to adjourn meeting at 9:16 am, moved by TD and seconded by EK.	

Mike Peart
Co-Chair, Management

Elane Kalavarias
Co-Chair, Workers

Date

Date