

Frost Health & Safety Committee
Monday, January 20, 2019
Room 230A/B2349
Frost Campus

MINUTES

Frost H&S Committee					Minutes and Agenda are now located on the H&S Website	
Co-Chairs						
C	Heather Broadbent (HB) Co-Chair		P	Mike Peart (MP) Co-Chair		
	Members			Resources		
P	Brendan Molloy (BRM)		P	Kim English (KE) R*		
P	Talbot Hurren (TH)		P	Shannon Beaudoin (SB) R*		
P	Rob Marsh (RM)		R	Shari Lain (SL) R*		
R	Betty McNeely (BM)					
R	Michael Benedict (MB)					
P	Tania Clerac (TC)					
					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		Feb 24, 2020		Mar 16, 2020		
		Apr 20, 2020		May 18, 2020		

Item #	Agenda Topic - Discussion	Decision	Follow-up/Status
1.	Call to Order Meeting called to order at 10:40am by Co-Chair Broadbent	Quorum was met and those in attendance were welcomed.	

2.	Approval of Agenda Motion 1:	It was moved by BM and seconded by RM, that the Agenda be approved as circulated.	
3.	Approval of Minutes from November's Meeting Motion 2:	It was moved by BM and seconded by TC, that the minutes from November's meeting be approved. .	
4.	Accident Reports 4.1 Student Accident Reports: Staff Accident Reports:	Student – 0 Staff – 1	CMT discussed need for more standardized incident report. SB to take offline and correct.
5.	Inspection Reports 5.1 Review of Inspection Zone C	HB and MB to complete inspection of Zone C.	Inspection scheduled to be completed Jan 28/20.
6.0	New Business: 6.1 Communication Plan	Communication plan discussed with CMT.	MW to takeaway and save all communications into CMT share drive. Final communication shared with Co-Chairs.
7.0	Work in Progress 7.7 May Minutes for Review 7.8 Unlabelled Items in 295 7.9 H&S Policies to be Updated	May minutes in need of co-chair signatures. CMT discussed rm 295 concern. Moved from KE to SB to ensure H&S policy is updated.	May minutes sent to HB for posting. KE to speak with Dave Preslie about items. SB will now ensure policy is updated.
8.0	Next Meeting	Monday, February 24, 2020	Meeting moved to 4 th Monday to accommodate Family Day Holiday.
	Adjournment of Meeting - Next Meeting February 24th, room 230A and B2349	It was moved by RM to adjourn meeting at 11:10am.	

Mike Peart
Co-Chair, Management

Heather Broadbent
Co-Chair, Workers

Date

Date