

Haliburton Health & Safety Committee
Thursday, April 27th, 2021
Room N/A, Webex Meeting
Haliburton Campus

MINUTES

Haliburton H&S Committee					Minutes and Agenda are located on the H&S Website		
Co-Chairs							
-	Vacant Co-Chair	C	Shelley Schell (SS) Co-Chair				
	Members		Resources				
P	Jennifer Bain (JB)	P	Kim English (KE) R*				
P	Erin Lynch (EL)						
P	Barb Winn (BW)						
P	Rick Teasdale (RT)						
-	Jillian Diezel (JD) – on leave						
				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		June 24, 2021		August 26, 2021		October 28, 2021	December 16, 2021

Item #	Agenda Topic - Discussion	Decision	Follow-up/Status
1.	Call to Order Meeting called to order by Co-Chair Schell at 1:00pm.	Quorum was met and those in attendance were welcomed.	
2.	Approval of Agenda Motion 1:	It was moved by EL and seconded by RT that the agenda be approved as amended.	
3.	Approval of Minutes Motion 2:	It was moved by BW and seconded by JB that the February minutes be approved.	

4.	Accident Reports 5.1 Student Accident Reports: 5.2 Staff Accident Reports:	Student – 1 Staff – 0	CMT discussed incident/accident reporting and high level JHSC review. KE noted H&S is currently working to complete an online fillable version of the incident/accident form. EL asked if paper form is still available for use? KE confirmed that both paper and online options will be available.
5.	Inspection Reports 5.1 Inspection Review	Zone B – Cottage (SS, EL)	In-Progress
6.	New Business 6.1 Seeking Replacement Worker Co-Chair 6.2 COVID-19 Update 6.3 Handling and Distribution of COVID Face Coverings 6.4 Safety Footwear for Inspections	Jen Bain stepping down from co-chair position but remains on the JHSC as worker member. KE provided the CMT with a general COVID-19 update. The CMT discussed vaccination rollout. The CMT discussed COVID face coverings. CMT discussed inspection safety footwear.	Members interested in the co-chair position are asked to send emails of interest to safety@flemingcollege.ca KE noted the stay-at-home order could be extended. Currently working on an operational plan for Haliburton covering the next few months. KE is working with HKPR Public Health and a review is currently underway. KE noted some mask canisters will be sent to Haliburton, similar functionality of a tissue box. Only person wearing the mask should be touching it and disposing in the garbage after use. The CMT discussed cloth masks and noted once given out they are not to be taken back and redistributed. SS suggested this be communicated to faculty through program coordinators. KE noted that face shields can be redeployed but that other PPE is never reusable. CMT discussed laundering of masks. KE noted if there is CSA approval, follow the manufacturer's instructions. KE suggested an option to include an instructional sheet with the masks. EL noted that the newly ordered masks do not require pre-washing and are less complicated. MW to send 1 Small pair of steel toe covers to Haliburton for BW.

7.0	Work in Progress 7.1 Room Numbering for eBase Inspections 7.2 Inspections	CMT discussed eBase room numbering. SS asked if other employees could learn/accompany JHSC members during inspections.	MW noted room re-numbering in-progress. MW noted IRS and supervisor to review inspection responsibilities and any hazard with their employees.
8.0	Next Meeting	Thursday, June 24, 2021	
	Adjournment of Meeting	Motion to adjourn meeting at 1:40pm, moved by JB and seconded by EL.	


 Shelley Schell,
 Co-Chair, Management

June 22, 2021

 Date


 Erin Lynch
 Co-Chair, Workers

June 21, 2021

 Date