

Sutherland Health & Safety Committee
Thursday, April 22nd, 2021
Room N/A, Webex Meeting
Sutherland Campus

MINUTES

Sutherland H&S Committee					Minutes and Agenda are located on the H&S Website		
Co-Chairs							
P	Elane Kalavrias (EK) Co-Chair		C	Mike Peart (MP) Co-Chair			
	Members			Resources			
P	David Vasey (DV)		P	Kim English (KE) R*			
P	Joanne Tully (JT)		P	Shannon Beaudoin (SB) R*			
P	Heather Cuthbert (HC)						
P	Deborah Leal (DL)						
R	Mary Walke (MWA)						
P	Tina Benincasa (TB)						
P	Mary MacLeod (MM)						
P	Cheryl Wardell (CW)						
P	Sue Brown (SBR)						
				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		May 27 th 2021		June 24 th 2021			

Item #	Agenda Topic - Discussion	Decision	Follow-up/Status
1.	Call to Order Meeting called to order by Co-Chair Peart at 9:00am.	Quorum was met and those in attendance were welcomed.	Residence Resource Guests: Rob Marsh and Karen Hennessey gave presentation and update to CMT regarding COVID-19 safety protocols/procedures at Residence.

2.	Approval of Agenda Motion 1:	It was moved by TB and seconded by MM that the agenda be approved.	
3.	Approval of Minutes Motion 2:	It was moved by SBR and seconded by MM that the March minutes be approved.	
4.	Accident Reports 5.1 Student Accident Reports: 5.2 Staff Accident Reports:	Student – 0 Staff – 0	
5.	Inspection Reports 5.1 Inspection Review	EK and CW to complete B Wing inspection. SBR and MM to complete C wing inspection in April. D-Wing Inspection	During restrictions in Ontario, only those JHSC members who are essential staff and onsite will complete inspections, otherwise inspections will be delayed until restrictions ease. In-Progress MW will review and schedule once restrictions ease (end of May)
6.	New Business 6.1 COVID-19 Update	KE provided the CMT with a general COVID-19 update. CMT discussed COVID-19 Vaccination roll out.	KE noted PTBO Public Health no longer receiving phone calls for questions. KE noted PTBO is still in Phase 1 of roll out; however, HS staff have been vaccinated and Security guards have been prioritized. KE is on calls twice a week with PH and has submitted a list of specific jobs/roles that fit criteria for vaccination up to middle of June.
7.	Work in Progress 7.7 Tor Review	CMT discussed annual review of TOR. CMT discussed TOR membership term for the worker co-chair.	EK suggested moving JHSC files to share point site or moving to the website with a locked authentication for only JHSC members. KE suggested the CMT consider a TOR review sub-cmt with Frost and Haliburton. This sub-cmt would make recommendations and then in the Fall each campus JHSC can review and adopt.

		KE asked if the CMT would like a joint meeting in the middle of June.	H&S to send out a survey asking members about interest for TOR sub-CMT.
	7.8 eBase Inspections	SRB noted concerns regarding inspection procedure.	H&S to add JJHSC meeting date as question on the survey as well as a question about interest for a theme or agenda items for meeting.
	7.9 May/June Agenda	MP discussed agenda items.	MW to takeaway and review offline and add as agenda item for May meeting.
			MP reminded CMT to think on all aspects of H&S and to send items of note or that require additional JHSC attention, to MW to add to meeting agenda.
8.	Next Meeting	Thursday, May 27 th , 2021	
	Adjournment of Meeting	Motion to adjourn meeting at 10:32am, moved by TB and seconded by EK.	

Mike Peart

Mike Peart,
Co-Chair, Management

June 21, 2021

Date

Elane Kalavrais

Elane Kalavrais
Co-Chair, Workers

July 5th, 2021

Date