

## **AGENDA**

Monday, November 15<sup>th</sup>, 2021  
Frost Campus – Webex Meeting  
Meeting Chair: Rick Teasdale

- 1 Welcome
- 2 Adoption of Agenda
- 3 Review of Minutes and Approval – October
- 4 Accident Report

Location	Student	Staff	H&S Concern/Issue	Action taken	WSIB	Comments
4.1 Review Reports	<input checked="" type="checkbox"/> <a href="#">View</a>	N/A			<input type="checkbox"/>	

## 5 Inspection Review

	Source	Issues	Recommended Action	W/O	Completed/In-Progress	Outcome
5.1 Inspection Schedule	MW	Inspection volunteers needed for December inspection	Inspection due by Dec 23, 2021 prior to Christmas shut down.	<input type="checkbox"/>		
5.2 Zone R Inspection	MW	Zone R – Residence 1&2 including grounds and parking lots	Report sent to Rob Marsh for review and action of items.	<input type="checkbox"/>	Completed	
5.3 Zone B Inspection	HB/MP	Zone B – 200-253 Main Building	HB/MP scheduled to complete Nov 12 <sup>th</sup> .	<input type="checkbox"/>	In-Progress	

## 6 New Business

	Source	IRS	Date for Action	Explanation of item	W/O	Notes
6.1 TOR Standing Item	CMT	<input checked="" type="checkbox"/>	Nov 15/21	Update on TOR edits/comments.	<input type="checkbox"/>	

6.2 Enhanced QR Code Vaccine Receipts	KE	<input type="checkbox"/>	Nov 15/21	KE to Update CMT on use of Enhanced QR Code Vaccine Receipts	<input type="checkbox"/>	
---------------------------------------	----	--------------------------	-----------	--	--------------------------	--

7 Previous Agenda Items- \*\*\*starred items will not be discussed unless requested \*\*\*\*\*

	Source/Action required by:	IRS	WO	Recommended Action	Information Presented	Completed	Notes/Follow-up
*7.1 Inspection Schedule	CMT	<input checked="" type="checkbox"/>		HEO is now under school of T&T, inspection of physical space to remain in Frost inspections.	Any hazards noted in the space would be dispatched to T&T manager for review and follow-up action.	<input type="checkbox"/>	
7.2 JHSC Membership	HB	<input checked="" type="checkbox"/>		CMT discussed Local 351 membership interest.		<input type="checkbox"/>	HB to connect with Local 351 Union regarding membership interest and availability.
*7.3 H&S Concerns, Reporting and IRS	KE/MW	<input checked="" type="checkbox"/>		H&S to create an IRS – Roles and Responsibility flowchart on H&S website	When employees note H&S concerns to the CMT, CMT members should first ask whether the employee has notified their manager, to promote the IRS. Documentation of concern is always recommended.	<input checked="" type="checkbox"/>	Complete – Review page <a href="#">here</a> .
*7.4 CAWT Lab Building – Fire Safety	KE/TH	<input type="checkbox"/>		TH would like to invite Fire Prevention Officer for site visit.	KE noted space is code compliant as per PEng sign off.	<input type="checkbox"/>	KE and TH to have conversation offline and devise reasonable next steps.
7.5 Focus/Initiative 2021-2022	CMT	<input checked="" type="checkbox"/>		CMT discussed Chemical Handling/Management as potential Focus/Initiative	JHSC to send communications and KE to attend tech meeting to disseminate information.	<input type="checkbox"/>	MW/KE to review and revise website to include more information and guidelines for chemical management.