

## M I N U T E S

Frost H&S Committee				Minutes and Agenda are now located on the <a href="#">H&amp;S Website</a>
Co-Chairs				
C	Heather Broadbent (HB) Co-Chair	P	Rick Teasdale (RT) Co-Chair	
	Members		Resources	
P	Talbot Hurren (TH)	P	Kim English (KE) R*	
P	Marikka Williams (MLW)	R	Shannon Beaudoin (SB) R*	
R	Michael Benedict (MB)			
P	Marc Patenaude (MPA)			
				Marriah Wickert (MW) – Minutes
C-Chair		P-Present		R-Regrets
				G-Guest
				R*-Resource
At Fleming College, we: <ul style="list-style-type: none"><li>- Put student learning first</li><li>- Value people and community</li><li>- Commit to our environment</li><li>- Waste nothing – not time, talent or resources</li><li>- Take inspiration from Sir Sandford Fleming: innovate with vision, then implement with excellence</li></ul>				
Upcoming Meetings		November 15, 2021	December 20, 2021	January 17, 2021
		March 21, 2021	April 18, 2021	May 16, 2021
				February 14, 2021
				June 20, 2021

Item #	Agenda Topic - Discussion	Decision	Follow-up/Status
1.	<b>Call to Order</b> Meeting called to order by co-chair Heather Broadbent at 10:32am	Quorum was met and those in attendance were welcomed.	
2.	<b>Approval of Agenda Motion 1:</b>	It was moved by MLW and seconded by MPA that the agenda be approved.	

3.	<b>Approval of Minutes Motion 2:</b>	It was moved by MLW and seconded by MPA that the minutes from the June meeting be approved.	
4.	<b>Accident Reports</b> 4.1 Student Accident Reports:  4.2 Staff Accident Reports:	Student – 1  Staff – 1	
5.	<b>Inspection Reports</b> 5.1 Inspection Schedule        5.2 Zone R Inspection	CMT to review Inspection Zones and establish a schedule.      CMT discussed Local 351 membership interest.  Zone R – Residence 1&2 including grounds and parking lots	Inspection schedule to be completed once TOR edits are finalized.  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.  HB to connect with Local 351 Union regarding membership interest and availability.  MLW/RR – will complete during reading break in Week 8
6.0	<b>New Business:</b>  6.1 CAWT – Fire Safety Update       6.2 Focus/Initiative 2021-2022	CMT discussed H&S concerns, reporting and IRS.    KE to provide an update regarding Fire Safety system in the new CAWT lab building.   CMT discussed Chemical Handling/Management as potential Focus/Workplace Initiative	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.  H&S is building an IRS-Responsibility” flowchart webpage on the H&S site.  KE noted space is code compliant as per PEng sign off. TH would like to invite Fire Prevention Officer for site visit. KE and TH to have conversation offline and devise reasonable next steps.  MW/KE to review and revise website to include more information and guidelines for chemical management. JHSC to send communications and KE to attend tech meeting to disseminate information.

	6.3 TOR Review	Review of TOR edits/comments.	HB noted that members should review revisions made by MB and ensure any comments are added to the document before the next meeting.  TOR to remain as standing item on agenda.
	6.4 COVID-19 Update	KE provide the CMT with a COVID-19 update	KE noted, effective at 5pm on Oct 20 <sup>th</sup> , the College is no longer accepting partially vaccinated Vaccine Passport applications and all applications will be required to provide proof of full vaccination to receive application approval.  KE noted that the Ontario Verify app will be used at the Information Booth for Contractors and Guests.
7.0			
8.0	<b>Next Meeting</b>	November 15, 2021	
	<b>Adjournment of Meeting</b>	Motion to adjourn by TH and seconded by MLW at 11:08 am.	



**Rick Teasdale**  
*Co-Chair, Management*

Nov 17, 2021

**Date**



**Heather Broadbent**  
*Co-Chair, Workers*

Nov 15, 2021

**Date**