

M I N U T E S

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)						
R	Mary Walke (MWA)						
R	Tina Benincasa (TB)						
P	Mary MacLeod (MM)						
P	Cheryl Wardell (CW)						
P	Sue Brown (SBR)						
P	Bianca Sclipa (BS)						
R	Candace Gainer (CG)			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		January 27, 2022		February 24, 2022		March 24, 2022	April 28, 2022
		May 26, 2022		June 23, 2022			

Item #	Agenda Topic - Discussion	Decision	Follow-up/Status
1.	Call to Order Meeting called to order by Co-Chair Peart.	Quorum was met and those in attendance were welcomed.	
2.	Approval of Agenda Motion 1:	It was moved by HC and seconded by JT that the agenda be approved.	

3.	Approval of Minutes Motion 2:	It was moved by SBR and seconded by CW that the minutes from the October and November meeting be approved.	
4.	Accident Reports 5.1 Student Accident Reports: 5.2 Staff Accident Reports:	Student – 0 Staff – 2	
5.	Inspection Reports 5.1 Inspection Schedule	Volunteers needed for upcoming inspections.	Volunteers: Jan – DV/MM Feb – EK/HC Mar – BS/SBR Apr – DV/MP Apr – MP/HC
6.	New Business 6.1 HVAC 6.2 TOR Review 6.3 COVID-19 Communications	CMT discussed HVAC systems/enhancements during COVID-19. Review of TOR edits/comments. CMT discussed COVID related communications.	CMT to disperse communications received to their departments/schools. Any communication suggestions/doodle polls to be added to folder in the JHSC SharePoint.
7.	Work in Progress		
8.	Next Meeting	January 27 th , 2022	
	Adjournment of Meeting	Motion to adjourn meeting moved by JT and seconded by HC.	

Mike Peart

Mike Peart,
Co-Chair, Management

January 17, 2022

Date

Elane Kalavrais

Elane Kalavrais
Co-Chair, Workers

January 17th 2022

Date