

AGENDA

Thursday, March 31, 2022
Haliburton Campus, WebEx Meeting
Meeting Chair: Shelley Schell

1 Meeting Called to Order

- 1.1 Guest Speaker: Elane Kalavrias – Recommendation: H&S Standing Item on Department/School Meeting Agendas
- 1.2 Quorum Confirmed
- 1.3 Adoption of Agenda
- 1.4 Review of Minutes and Approval – [Jan](#)

2 Report Review

- 2.1 [Accident Report](#) ☒Yes ☐No
 - 2.1.1 Review of lists
 - 2.1.2 Review of Near Miss
- 2.2 [Inspection Report](#) ☒Yes ☐No

3 New Business

	Explanation of Item	Presenter
3.1 H&S Policy	Review of amended policy and motion to approve	KE
3.2 COVID-19 Update	Ease of Provincial Restrictions	KE
3.3 Garage Doors	Standing item: Opening doors for increased air flow	SS
3.4 Saturday Studio Time	Lack of Coverage – Safety Concerns ie. Snow removal, etc.	EL
3.5 Haliburton Cabins	Winter Maintenance	JB

4 Outstanding Items ***starred items will not be discussed unless requested ****

Item Topic	Discussion	Action By/Decision	Completed
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Item Topic	Discussion	Action By/Decision	Completed
4.1 Focus/Initiative 2021-2022*	CMT determined hazardous waste as Focus/Initiative for 2022/2022	H&S continuing to review and add resources to website.	<input checked="" type="checkbox"/>
4.2 TOR	CMT discussed TOR review.	MB to review edits. MB to help with edits and distribute for larger discussion and approval at later date.	<input type="checkbox"/>
4.3 Student Accident Report*	CMT discussed slip and fall	RT to post signage by stairs/sculpture forest noting "This area is not maintained, please use at your own risk".	<input type="checkbox"/>
4.4 Inspection Zone B*	CMT discussed inspections of the cabins	RT to email SS list of open cabins. CMT discussed access to cabin basements during winter months and decided that cabin basements should be inspected during summer months.	<input checked="" type="checkbox"/>
4.5 COVID-19 Update*	The CMT discussed masking.	KE confirmed that procedural masks are appropriate for Jewellery studio and cloth mask or procedural masks with shield overtop are appropriate for the blacksmithing studio.	<input checked="" type="checkbox"/>
4.6 First Aid Kits*	The CMT discussed first aid kit process including inventory and restocking.	Security to maintain, restock and update location list of first aid kits at Haliburton. Any specialized kits for program or field activities are supplied and stocked by the program. Security Process at HAL -TBD	<input checked="" type="checkbox"/>
	The CMT discussed first aid supplies needed for start-up activities.	EL/SS to send immediate supply needs list to KE so RT can deliver to campus. EL to purchase specialized supplies from local drug store using visa and request accounting codes for charge back.	<input checked="" type="checkbox"/>
4.7 Biohazardous Waste/Sharps*	The CMT discussed sharp containers.	MW sent containers for studio spaces to Haliburton, RT to follow-up. EL asked if the washroom should contain a container? KE confirmed yes and MW to send wall mounting container to Haliburton.	<input checked="" type="checkbox"/>
		SS request H&S audit of campus. KE along with Supervisor, Security and Emergency Services to attend campus.	<input type="checkbox"/>
	The CMT discussed hazardous waste process.	EL to review program storage area and designate a spot for used items that will be disposed via hazmat pickup. KE reminded that SDS contains important storage details. RT to install racking and spill kit in PRD area for disposal of approved inventoried waste only.	<input type="checkbox"/>

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4.8 Overhead Lights	The CMT discussed overhead light socket concern and next steps	RT noted that the ballasts in the lights need to be replaced and PRD is working to get contractors in now. SS asked about an interim mitigation measure until resolved. RT to identify if there are any loose ballasts. KE and RT to take offline and seek solution. Item to remain as standing item on agenda.	<input data-bbox="1906 110 1940 142" type="checkbox"/>