

AGENDA

Monday, May 16, 2022
Frost Campus, WebEx Meeting
Meeting Chair: Rick Teasdale

1 Meeting Called to Order

1.1 Quorum Confirmed

1.2 Adoption of Agenda

1.3 Review of Minutes and Approval – [Jan/Feb/Mar](#)

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

Topic	Explanation of Item	Presenter
3.1 TOR	CMT to review and vote for approval of revised TOR	HB
3.2 Safety Manual for Field Activities	Update on progress	HB/MPA

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

Item Topic	Discussion	Action By/Decision	Completed
4.1 Inspection Schedule*	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"/>

Item Topic	Discussion	Action By/Decision	Completed
4.2 JHSC Membership*	CMT discussed Local 351 membership interest.	HB to connect with Local 351 Union regarding membership interest and availability.	<input checked="" type="checkbox"/>
4.3 H&S Concerns, Reporting and IRS*	H&S to create an IRS – Roles and Responsibility flowchart on H&S website		<input checked="" type="checkbox"/>
4.4 CAWT Lab Building – Fire Safety*	TH is reviewing deficiencies.	RT to follow-up and present confirmation received from P.Eng to employee who originally flagged concern.	<input checked="" type="checkbox"/>
4.5 Focus/Initiative 2021-2022*	CMT discussed Chemical Handling/Management as potential Focus/Initiative	H&S continuing to review and add resources to website.	<input checked="" type="checkbox"/>
	Corporate Health and Safety Manual for Field Activities Related to Frost Campus	HB and MPA to meet with KE and MW to kick off this initiative	<input checked="" type="checkbox"/>
4.6 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 checked="" type="checkbox"/>
4.7 Smoking area outside the library	Complaint received regarding the smoking area being too close to the building	Asked to send follow up information to security general email.	<input checked="" type="checkbox"/>
		KE noted smoking areas are being reviewed.	<input type="checkbox"/>
		RT update on interim solution	<input type="checkbox"/>
4.8 Garbage Pickup*	Update regarding garbage pickup in parking lots	Third party not using personal vehicles and have rolling bins for garbage pickup. Scope of work was discussed with PRD as well.	<input checked="" type="checkbox"/>
4.9 Inspection Schedule*	Inspection volunteers needed for	Those volunteer inspectors to send email to safety@flamingcollege.ca confirming inspection availability.	<input checked="" type="checkbox"/>

Item Topic	Discussion	Action By/Decision	Completed
	2022 remaining inspections		
4.10 Zone D Inspection	Inspection Completed by MB/RT Rooms 150a/b and 100A-137	<p>Inspection completed by hand, MB to send pictures to RT. RT to transfer pictures and items into eBase.</p> <p>Inspection tablet is not working well, RT to bring tablet to Sutherland for tech support.</p>	<input type="checkbox"/> <input checked="" type="checkbox"/>
4.11 eBase Inspections and Logs	CMT discussed Heavy Equipment eBase pilot project for crane and forklift inspections.	BM to lead CMT through inspections demonstration at future meeting.	<input type="checkbox"/>
4.12 Zone G Inspection*	Heavy Building, Drilling Building, Law and ARB Building	MW to send inspection details to BM/RT.	<input checked="" type="checkbox"/>