

AGENDA

Thursday, June 23, 2022
Sutherland Campus, WebEx Meeting
Meeting Chair: Elane Kalavrias

1 Meeting Called to Order

1.1 Quorum Confirmed

1.2 Slido Poll - Recommended pre-reading <https://www.ontario.ca/page/guide-health-and-safety-committees-and-representatives>

1.3 Adoption of Agenda

1.4 Review of Minutes and Approval – [May](#)

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 2021-2022 Wrap-Up	CMT to review any outstanding agenda items, round table remarks	EK/CMT

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

Item Topic	Discussion	Action By/Decision	Completed
4.1 Staff Accident Report - October*	CMT discussed EE incident.	MW to request additional information from HR and report at Nov meeting. Follow-up: HR noted, no further information available	<input checked="" type="checkbox"/>
4.2 Inspection Schedule*	CMT discussed Inspection Zones and establishing a	MW to share a link with CMT members, they can sign up for inspections within the document. Or CMT members can email safety@flemingcollege.ca noting the inspection zone/month that you are volunteering to complete	<input checked="" type="checkbox"/>

Item Topic	Discussion	Action By/Decision	Completed
	schedule.	and MW will update.	
4.3 HHL Inspections*	CMT discussed HHL Inspections.	MW to send CMT links to HHL Location Document and inspection checklist templates, including checklists created by CG. MW to create HHL Inspection Zone that denoted inspection process. Follow-up: Inspection templated created and inspection scheduled for Jan 22/Inspection released to SBR and BS for inspection zone C2 – Café Inspection (March 22)	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
4.4 Focus/Initiative 2021-2022*	CMT discussed potential Focus/Initiative	EK to take off-line, draft JHSC Recommendation in collaboration with other campus JHSCs: Mandatory H&S Standing Item for all Department/School meeting agendas. MW sent existing JHSC recommendation template to EK. EK to connect with co-chairs and other JHSC to get their endorsement.	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>
4.5 JHSC Certification*	CMT discussed professional development options for Mental Health Focus/Initiative	Members noted interest in receiving JHSC certification. MW asked members to send requests for JHSC certification to safety@flamingcollege.ca .	<input checked="" type="checkbox"/>
4.6 Inspection Schedule*	CMT discussed upcoming inspections.	MW to update Inspection schedule, as determined at the December meeting and post to H&S website.	<input checked="" type="checkbox"/>
4.7 TOR Review – Standing Item*	CMT discussed TOR review.	MB and worker co-chairs to complete proposed edits to TOR. EK to add September to 3.1(a) and adjust union reference.	<input checked="" type="checkbox"/> <input type="checkbox"/>
4.8 COVID-19 Communications*	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.	<input checked="" type="checkbox"/>
4.9 Near Miss*	CMT discussed near miss in the Welding	DV, MM and MP to complete follow-up investigation.	<input checked="" type="checkbox"/>

Item Topic	Discussion	Action By/Decision	Completed
	shop		
4.10 JHSC Meeting Ideas	CMT discussed H&S Quiz/Polls	EK to connect with JT regarding fun polls for beginning of meetings.	<input checked="" type="checkbox"/>
		CW presented idea to include quizzes/polls across College to gain interest and raise awareness. EK to connect with marketing regarding possibility of nudge to link on H&S page.	<input type="checkbox"/>
	CMT discussed attendance incentives	KE noted small prize for those members who have perfect meeting attendance from May 2022 until April 2023	<input type="checkbox"/>
		MW to send email to CMT members with link to Timetable Restriction Form, reminding CMT members associated with Local 352 to include JHSC meeting dates in special timetabling requirement request.	<input checked="" type="checkbox"/>
		EK to connect with CMT co-chairs to flag this.	<input type="checkbox"/>