FLEMING

M I N U T E S

All JH&S Committees					
Worker Members		**Management Members**		**Resources**	
VP	Elane Kalavrias (EK)	VP	Mike Peart (MP)	Marriah Wickert (MW) R*	
VP	Joanne Tully (JT)	VP	Bianca Sclippa (BS)	Shannon Beaudoin (SB) R*	
VP	Candace Gainer (CG)	VP	Mary MacLeod (MM)	Bryden Erdmann (BE) G	
VP	David Vasey (DV)	VP	Rick Teasdale (RT)		
R	Heather Cuthbert (HC)	VP	Jennifer Andersen (JA)		
VP	Cheryl Wardell (CW)	R	Marc Patenaude (MPA)		
VP	Susan Brown (SBR)	VP	Erin Lynch (EL)		
VP	Heather Broadbent (HB)				
VP	Talbot Hurren (TH)				
R	Marikka Williams (MLW)				
VP	Michael Benedict (MB)				
R	Brendan Molloy (BM)				
VP	Barb Winn (BW)				
VP	Jennifer Bain (JB)				
R	Jillian Diezel (JD)			Dan Matsushita (DM) - Secretary	
VP- Virtual Presence		C- Chair	P-Present	R-Regrets	G-Guest	R*-Resource

At Fleming College

Our Vision:

Creating prosperity and transforming communities through education and innovation.

Our Mission is to empower our students with the innovative education, research and real-world experiences they need to build better lives, better communities and a better world.

Our Values:

- Responsiveness
- Innovation
- Collaboration
- Inclusiveness
- Accountability

Item #	Agenda Topic	Discussion	Action By/Decision
1.	**Meeting Called to Order**	By DM at: 01:00pm.	
1.1	**Guest Presentation – Bryden Erdmann, Manager, Security & Emergency Preparedness**	BE outlined projects that the security team is seeking to initiate, including, 1) Removal of panic buttons, replaced with Fleming Safe App to facilitate emergency requirements. 2) Modification of the current emergency notification system (ENS) as it relates to speakers in the college, by implementation of push notifications through Fleming Safe App and screens in college.	
		CW asked if there is history on why panic buttons had been implemented in certain offices.	BE advised that panic buttons were installed in accordance with past safety plans for staff or students that are no longer relevant. Individuals may no longer be involved with the college or safety plans have expired.
		CW asked if App Armor is connected to the Fleming Safe App.	BE advised that App Armor is the software, and that Fleming Safe is the branding. BE added that individuals are often not next to their landlines, versus they are more likely to have a mobile phone on their persons.
		BS asked about calling x4444 through the Safe App.	BE advised to access the button for x4444 under the Emergency Contacts option in the Safe App.
		JB asked if the app identifies the user's location, should the Safe App be used to call 911 in Haliburton.	BE advised that calling 911 through the app would work the same as calling through landline or mobile device and location can be identified.
		JB asked if this clarification will be specified in any literature.	BE advised that emergency procedure signage will be updated specific to different locations and confirmed that in satellite locations where security is not present, 911 should be contacted, not x4444.
		JB advised that computers and screens are not widespread or used frequently in Haliburton and	BE advised that in the event of an emergency, people will likely hear it prior to ENS activation due to the

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		noted that if speakers are removed, there could be many people not receiving emergency notifications.	relatively small building size.
		JB noted that speakers were installed so that they can be heard in all areas of the campus.	
		HB asked if, in areas where individuals may not have cell service and/or hear ENS, there will be a visual mode of notification.	BE reiterated that there is no complete solution and pointed out that panic buttons are dependent on someone being present on the other end to respond. BE also shared that historically, there have been 7 panic button activations, and none were purposeful or that required further action needed.
		HB asked DM if there could be further discussion in the next Frost JHSC meeting.	DM confirmed that discussion could continue in the next JHSC meeting.
		EL presented the following inquiries, • If there was a confirmation of other colleges moving away from speakers as their ENS • Equality issues of individuals unable to afford a mobile phone with the expectation of using the Safe App • Accessibility concerns around using the Safe App to notify users	BE advised that the proposed changes are best practice amongst similar institutions and commonly used. These potential issues would be experienced by other groups and that no mandates apply to these for the college. BE noted that there may be similar accessibility issues with the current ENS. BE advised that the app can have visual and auditory features added.
		• What communication plans for advising college community of changes are in place • How to ensure there will be appropriate response by emergency services in Haliburton	BE advised that since external partners such as the fire department and police are relied on, there is no way to confirm response time, as would be the same as contacting 911 within the community.
		MP shared that information from cell phones is likely to be more efficient than speakers.	BE confirmed that information is likely to reach more people this way. BE advised that international students were instructed to download the Safe App and informed on how to use it.

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			BE also reiterated that panic buttons are dependent on the receivers, which may not always be reliable or experienced to respond appropriately.
		DM asked what timelines for the rollout of the proposed changes could be expected.	BE advised that rollout is anticipated over the next 6 months, pending budget permissions and security contracts. BE added that staff will be updated, and information sessions could be held if changes proceed.
		Motion to approve proposed changes to panic buttons.	JB, EK, and BW opposed changes. Further discussion to follow in subsequent JHSC meetings.
		Motion to approve proposed changes to the ENS.	JB, EK, and BW opposed changes. Further discussion to follow in subsequent JHSC meetings.
		EK suggested that project and education plans should be sent out to the college community. JB suggested that current systems should not be removed and agreed a plan of action is needed.	BE advised that a false sense of security may be experienced regarding the current systems. BE suggested that panic buttons would typically be an extra step between contacting 911.
		MB advised the following regarding workplace violence to ensure compliance with the OHSA, • It is an employer's responsibility have a mechanism in place for employees, at risk of workplace violence, to summon immediate assistance • The first step to any changes of the system should be a risk assessment	
		EK noted that the college community has not received messaging regarding the new encouragement to contact 911 directly in the event of an emergency, rather than contacting x4444.	
		TH asked if calling through the Safe App on cell phones without data will work.	BE advised that this issue has not been encountered and the Safe App works on Wifi or data.
		EL asked if there was a communication plan to distribute	BE advised that H&S and security can work together on communication

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		information to staff. MW asked if H&S could work together on this. MB noted that people without mobile phones are typically in close proximity to others that do, and so receiving notifications through phones seems reasonable. Meeting adjourned at 12:53pm.	and that there could be mandatory training for staff.