

MINUTES

Haliburton H&S Committee					
<u>Worker Members</u>		<u>Management Members</u>		<u>Resources</u>	
C	Jennifer Bain (JB) Co-Chair	VP	Erin Lynch (EL) Co-Chair	Marriah Wickert (MW) R*	
VP	Barb Winn (BW)	R	Rick Teasdale (RT)	Shannon Beaudoin (SB) R*	
R	Jillian Diezel (JD)				
				Dan Matsushita (DM) – Secretary	
Minutes and Agenda are located on the H&S Website					
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:					
<ul style="list-style-type: none">■ Responsiveness■ Innovation■ Collaboration■ Inclusiveness■ Accountability					
Upcoming Meetings	February 23, 2023	April 27, 2023	June 27, 2023	Click or tap to enter a date.	
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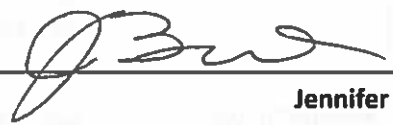
Item #	Agenda Topic	Discussion	Action By/Decision
1.	Meeting Called to Order	By EL at: 01:03pm Quorum Met: <input checked="" type="radio"/> Yes <input type="radio"/> No	
1.1	Adoption of Agenda		It was moved by EL and seconded by BW that the agenda be approved.
1.2	Approval of Minutes	September JJHSC Minutes	It was moved by EL and seconded by BW that the minutes be approved.

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2.	Regular Reports		
2.1	Accident Reports		
	2.1.1 Review of Lists:	Student 1 Staff 1	
	2.1.2 Near Miss Reports:	All 0	
2.2	Inspection Reports		
	2.2.1 Zone A Inspection Peel Building	Inspectors EL/BW.	Inspection completed.
	2.2.2 Zone C Inspection Parking Lot, Grounds, Storage Building	Inspectors JB/EL.	Inspection completed.
	2.2.3 Zone D Inspection Main Campus	Inspectors JB/EL.	Inspection completed.
	2.2.4 Zone D Inspection Main Campus	Inspectors EL/BW.	Inspection to be released for January.
	2.2.5 Haliburton CREW Inspection	Inspector JD.	Aug/Sept/Oct/Nov Inspections outstanding. Dec inspection in-progress.
		MW advised that PRD-related or otherwise non-H&S concern issues should be kept separate from inspections and addressed in work orders. If unsure of an issue, it can be put in the inspection notes.	DM will continue to follow up on with inspectors regarding action to be taken on inspection notes.
2.3	IAQ Reports	Presented by MW.	
2.4	Policy and Program Reports	CMT discussed Policy 4-407 Firearms and Weapons. JB raised student interest in blade smithing.	JB and MW to continue offline and work to ensure future student projects are approved before starting.
3.	New Business		
3.1	JHSC Discussion	CMT discussed new co-chair roles and frequency of meetings.	Meeting schedule to remain as is. CMT to ensure meetings are rescheduled if scheduled meetings

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3.2	Inspection Schedule	CMT reviewed 2022-2023 inspection schedule.	are cancelled due to unforeseen circumstances. DM to update inspection schedule to replace January's cabin and grounds inspection with a main campus inspection.
3.3	June Minutes	CMT discussed outstanding minutes.	DM to complete June minutes prior to next meeting.
3.4	COVID-19 Update	CMT discussed COVID-19 updates. MW advised all other Ontario colleges are following similar public health guidelines.	
3.5	Hazardous Materials	CMT discussed status of hazardous material inventories. DM presented online SDS database. JB asked how communications will be executed with faculty, such as ensuring faculty set up time to complete fit testing with technicians.	MW to take offline and update.
3.6	Parking Lot Safety and Lighting	EL advised that a student had raised concerns of lack of emergency button stations. MW advised that security is looking to implement them across campuses. JB suggested that emergency stations should contact local assistance.	EL to present at Glebe Park committee meeting to discuss options further.
3.7	Safety Shower	CMT discussed outlet next to safety shower.	EL or JB to supply picture of outlet location relative to shower. Work order to be requested to resolve.
3.8	Peel Building Water Leaks	CMT discussed water leaks near electrical box.	JB confirmed that Moffits was on site and completed some work. MW to follow up and confirm resolution.
3.9	Ventilation	JB and EL met with Belnor Engineering to assess ventilation throughout the campus. JB advised that flushers in floor drains do not work. MW advised	Belnor Engineering to return January 5 th 2023 to perform further assessments of ventilation. MW to take away and consider recurring work orders to resolve odours produced by floor drains.

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3.10	Blacksmith Shop Projects	that similar issues are experienced at the other campuses. CMT discussed blacksmith shop projects during 2.4 Policy and Program Reports.	JB and MW to continue offline and work to ensure future student projects are approved before starting.
3.11	Guest Resources	CMT discussed having guest resources at future meetings.	MW and DM to coordinate guest resources for future meetings as requested.
3.12	Bilateral Work Refusal Form	CMT discussed use of bilateral work refusal form available during inspections.	
3.13	Inspection Notes	CMT discussed issues identified during inspections during 2.2 Inspection Reports. JB noted concern about an office door not locking appropriately.	MW to investigate and coordinate resolution.
4.	Outstanding Items		
5.	Next Meeting		
5.1	Date	February 23, 2023	
5.2	Adjournment of Meeting	Motion to adjourn meeting at 02:00pm, moved by EL and seconded by BW.	


 Erin Lynch
 Co-Chair, Management


 Jennifer Bain
 Co-Chair, Workers

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March 8/23
 Date

Click or tap to enter a date.

March 8/23
 Date