

## MINUTES


Sutherland H&S Committee					
<u>Worker Members</u>		<u>Management Members</u>		<u>Resources</u>	
VP	Jennifer Bain (JB) Co-Chair	C	Erin Lynch (EL) Co-Chair	Marriah Wickert (MW) R*	
VP	Barb Winn (BW)	R	Rick Teasdale (RT)	Shannon Beaudoin (SB) R*	
VP	Tom Oliver (TO)				
				Dan Matsushita (DM) – Secretary	
Minutes and Agenda are located on the <a href="#">H&amp;S Website</a>					
VP- Virtual Presence	C- Chair	P-Present	R-Regrets	G-Guest	R*-Resource
<b>At Fleming College</b>					
<b>Our Vision:</b>					
Creating prosperity and transforming communities through education and innovation.					
<b>Our Mission</b> 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.					
<b>Our Values:</b>					
<ul style="list-style-type: none"><li>■ Responsiveness</li><li>■ Innovation</li><li>■ Collaboration</li><li>■ Inclusiveness</li><li>■ Accountability</li></ul>					
Upcoming Meetings	April 27, 2023	June 27, 2023			

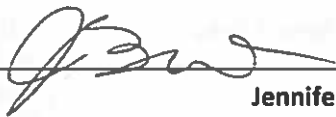
Item #	Agenda Topic	Discussion	Action By/Decision
1.	<b>Meeting Called to Order</b>	By EL at: 01:00 pm	
1.1	Quorum Confirmed	Quorum Met: <input checked="" type="radio"/> Yes <input type="radio"/> No	
1.2	Adoption of Agenda	CMT discussed adoption of agenda as meeting guide.	It was moved by BW and seconded by JB that the agenda be approved.
1.3	Approval of Minutes	December 2022 minutes.	It was moved by JB and seconded by TO that the minutes be approved.

Item #	Agenda Topic	Discussion	Action By/Decision
<b>2.</b>	<b>Regular Reports</b>		
<b>2.1</b>	<b>Accident Reports</b>		
	2.1.1 Review of Lists:	Student <input type="text" value="0"/> Staff <input type="text" value="0"/>	
	2.1.2 Near Miss Reports:	All <input type="text" value="0"/>	
<b>2.2</b>	<b>Inspection Reports</b>		
	2.2.1 Zone A Peel Building and Grounds	Inspection in-progress. Inspection partners JB/RT.	Inspection to be completed.
<b>2.3</b>	<b>IAQ Reports</b>	None to review.	
<b>2.4</b>	<b>Policy and Program Reports</b>	<p>CMT reviewed Policy and Procedure 4-429 Cannabis Possession and Use.</p> <p>JB asked how this policy is communicated to students. EL suggested highlighting this as part of an orientation talk.</p> <p>TO asked about accommodations. JB advised students are required to go through the accommodation process. MW advised employee accommodation requests go through HR.</p>	
<b>3.</b>	<b>New Business</b>		
<b>3.1</b>	<b>Welcome Tom!</b>	CMT introduced and welcomed TO to the CMT.	
<b>3.2</b>	<b>PPE Protocols and Signage</b>	CMT discussed PPE protocols and signage throughout campus.	TO to send pictures of spaces to <a href="mailto:safety@flamingcollege.ca">safety@flamingcollege.ca</a> . MW to review and action.
<b>3.3</b>	<b>Evolve Training</b>	CMT discussed the new Harassment, Discrimination, & Violence module. SB advised CMT to connect with HR for any technical issues.	
<b>3.4</b>	<b>Safety Shoes</b>	DM shared the Safety Shoe purchase form and advised CMT to purchase safety shoes through the college as needed.	

Item #	Agenda Topic	Discussion	Action By/Decision
3.5	Joint-Joint Meeting	CMT discussed next Joint-Joint Health & Safety Committee meeting, including possible dates and locations.	Joint-Joint meeting to be scheduled.
3.6	Snow Removal and Icicles	CMT discussed concerns regarding snow removal and icicles on back deck and fire exits of studios.	MW to review with RT offline.
3.7	Pressure Testing	CMT discussed pressure testing and concerns of propane smells. CMT discussed how often pressure testing should be completed.	MW to review with RT offline.
3.8	Roof Leaks	CMT discussed roof leak concerns. MW advised that future issues should be input to eBase to be actioned.	
3.9	Evacuation and Emergency Procedure Signage	CMT discussed outdated signage. MW advised that emergency procedure signage has been reviewed and revised specific to Haliburton.	MW requested that if any signage or emergency procedure maps that are missing or outdated should be flagged with <a href="mailto:safety@flemingcollege.ca">safety@flemingcollege.ca</a> .
3.10	College Policies	CMT discussed college policies relating to safety involving security. JB noted some policies do not reflect Haliburton well, as security is not present on campus.	
3.11	Silica Program	JB requested information to share with people to increase awareness and understanding of silica program changes and respirator usage.  MW advised that an industry professional will assess spaces to assist in ensuring appropriate controls are implemented. More information is expected to come by end of March 2023.	MW to share links to applicable regulations.
4.	Outstanding Items		
4.1	Policy and Program Reports – December 2022	CMT discussed Policy 4-407 Firearms and Weapons. JB raised student interest in blade smithing.	MW advised that JB's flags will be added to the policy.
4.4	Parking Lot Safety and Lighting	CMT discussed lack of emergency button stations and lighting.	EL shared the concern with Glebe Park committee.

Item #	Agenda Topic	Discussion	Action By/Decision
4.5	Safety Shower	CMT discussed water leaks near electrical box.	MW advised work has been completed.
4.6	Ventilation	CMT discussed flushers in floor drains not working.	MW advised that recurring work orders are implemented to resolve issue.
5.	Next Meeting		
5.1	Date	April 27, 2023	
5.2	Adjournment of Meeting	Motion to adjourn meeting at 01:48pm, moved by JB and seconded by TO.	

  
 Erin Lynch  
 Co-Chair, Management

  
 Jennifer Bain  
 Co-Chair, Workers

Click or tap to enter a date.  
March 8/23  
 Date

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March 8/23  
 Date

