



AGENDA

September 18th, 2023
10:30a.m. – 12:00p.m.
253A / [WebEx Meeting](#)
Meeting Chair: Michael Benedict

1.0 Meeting Called to Order

- 1.1 Co-Chair Changes & Thank You Heather! - MB
- 1.2 Quorum Confirmed
- 1.3 Adoption of Agenda
- 1.4 Review of Minutes and Approval – [May Minutes](#)

2.0 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
- 2.3 [IAQ Reports](#) Yes No
- 2.4 H&S Program Review Yes No

3.0 New Business

	Item	Explanation of Item	Presenter
3.1	TOR Review	CMT to review Terms of Reference.	MB
3.2	Inspection Schedule	CMT to discuss inspection schedule for 2023-2024.	MB
3.3	HSE Students and JHSC Inspections	CMT to discuss attendance of HSE students on inspections.	MB
3.4	Updated Floor Plans for Inspections	CMT to discuss updated floor plans for CMT inspections.	DM
3.5	Key List for Inspections	CMT to discuss key list added to inspections.	DM
3.6	Inspection Backpack	CMT to establish storage location for inspection backpack.	DM
3.7	MLITSD Initiatives	CMT to discuss MLITSD workplace compliance initiatives in 2023-2024.	MW

4.0 Outstanding Items

	Item	Explanation of Item	Completed
4.1	Policy and Procedure #3-353 Sexual Violence Prevention	SB to provide further clarification on who would receive off-campus incident information and action them accordingly.	<input type="checkbox"/>
4.2	Southeast Smoking Area	MW and security to discuss removing the smoking area.	<input type="checkbox"/>