



**MINUTES**

Frost H&S Committee					
<u>Worker Members</u>		<u>Management Members</u>		<u>Resources</u>	
R	Michael Benedict (MB) Co-Chair	C	Jennifer Andersen (JA) Co-Chair	VP	Marriah Wickert (MW) R*
P	Heather Broadbent (HB)	P	Jake Sandison (JS)		
P	Marikka Williams (MLW)	P	Marc Patenaude (MPA)		
P	Brendan Molloy (BM)				
				P	Dan Matsushita (DM) – Secretary
<b>Minutes and Agenda are located on the <a href="#">H&amp;S Website</a></b>					
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	February 12, 2024	March 18, 2024	April 15, 2024	May 20, 2024	
June 17, 2024					

**Frost Joint Health & Safety Committee**

January 15, 2024

Room 252, WebEx Meeting

Frost Campus



Item	Agenda Topic	Discussion	Action By/Decision
1.0	<b>Meeting Called to Order</b>	By JA at: 10:33a.m.	
1.1	<b>Quorum Confirmed</b>	Quorum Met: <input checked="" type="radio"/> Yes <input type="radio"/> No	
1.2	<b>Adoption of Agenda</b>	CMT discussed adoption of agenda as meeting guide.	It was moved by BM and seconded by HB that the agenda be approved.
1.3	<b>Review of Minutes and Approval</b>	December 2023 minutes.	It was moved by JS and seconded by BM that the minutes be approved. Minutes awaiting signature by MB.
2.0	<b>Regular Reports</b>		
2.1	<b>Accident Reports</b>		
	2.1.1 Review of lists	Student <input type="text" value="1"/> Staff <input type="text" value="1"/>	
	2.1.2 Review of Near Miss	All <input type="text" value="0"/>	
2.2	<b>Inspection Reports</b>		
	2.2.1 Zone E Resource Drilling and Blasting	Inspection partners BM/MPA.	Inspection in completed. BM to submit inspection notes.
	2.2.2 Zone F Heavy Equipment	Inspection partners HB/JS.	Inspection in progress.
2.3	<b>IAQ Reports</b>	CMT discussed recent mould investigation.	Relocation of employees and student services has been completed. Access to affected areas has been restricted.
2.4	<b>H&amp;S Program Review</b>	DM and MW discussed the Facilities team's new pre-registration and	

**Frost Joint Health & Safety Committee**

January 15, 2024

Room 252, WebEx Meeting

Frost Campus



		check-in/out procedures for contractors working on site.	
<b>3.0</b>	<b>New Business</b>		
<b>3.1</b>	<b>New Space Checklist</b>	<p>CMT discussed completing an inspection of the new aquaculture building prior to occupancy.</p> <p>CMT discussed muster points for fire drills and alarms.</p> <p>MPA shared current status and action on room 130 clean up with CMT.</p>	<p>DM to attach a new space checklist to JHSC inspections for CMT members to use.</p> <p>MW to connect with Security regarding maps of muster points to be sent out in a college-wide communication.</p>
<b>4.0</b>	<b>Outstanding Items</b>		
<b>4.1</b>	<b>Testing Centre Capacity and Scheduling.</b>	CMT discussed concerns of risk of harassment and violence to workers in relation to testing centre capacity issues.	JS noted that further discussions with chairs and testing centres are to be held. Item unresolved.
<b>5.0</b>	<b>Next Meeting</b>		
<b>5.1</b>	Date	January 15, 2024	
<b>5.2</b>	Adjournment of Meeting	Motion to adjourn meeting at 11:18a.m., moved by HB and seconded by BM.	

\_\_\_\_\_  
**Jennifer Andersen**  
 Co-Chair, Management

*Michael Benedict*

\_\_\_\_\_  
**Michael Benedict**  
 Co-Chair, Workers

Click or tap to enter a date.

Feb 20, 2024

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Date**