



**MINUTES**

Frost H&S Committee					
<u>Worker Members</u>		<u>Management Members</u>		<u>Resources</u>	
P	Michael Benedict (MB) Co-Chair	C	Jennifer Andersen (JA) Co-Chair	VP	Marriah Wickert (MW) R*
P	Heather Broadbent (HB)	P	Jake Sandison (JS)	R	Shannon Beaudoin (SB) R*
P	Marikka Williams (MLW)	VP	Marc Patenaude (MPA)	VP	Randy Prentice (RP) G
P	Brendan Molloy (BM)				
R	Talbot Hurren (TH)			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	January 15, 2024	February 12, 2024	March 18, 2024	April 15, 2024	
May 20, 2024	June 17, 2024				



Item	Agenda Topic	Discussion	Action By/Decision
1.0	<b>Meeting Called to Order</b>	By JA at: 10:39a.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 MB that the agenda be approved.
1.3	<b>IAQ Reports</b>	<p>MW motioned to amend the agenda to discuss IAQ Reports as the first item.</p> <p>CMT discussed recent mould investigation and IAQ testing completed throughout the main building. RP noted affected areas and presented action plan to the CMT.</p> <p>RP left the meeting at 10:49a.m.</p>	It was moved by MB and seconded by JS that the agenda be amended.
1.3	<b>Review of Minutes and Approval</b>	November 2023 minutes.	Action plan includes, but is not limited to, temporary relocation of staff/students and abatement work.
2.0	<b>Regular Reports</b>		
2.1	<b>Accident Reports</b>		
2.1.1	Review of lists	Student <input type="text" value="4"/> Staff <input type="text" value="1"/>	
2.1.2	Review of Near Miss	All <input type="text" value="2"/>	
		MW left the meeting at 10:53a.m.	
2.2	<b>Inspection Reports</b>		
2.2.1	Zone B Main Building Upper Level	Inspection partners MLW/JA.	Inspection completed.

**Frost Joint Health & Safety Committee**

December 18, 2023

Room 252, WebEx Meeting


Frost Campus



	2.2.2 Zone E Resource Drilling and Blasting	Inspection partners BM/MPA.	Inspection in progress.
<b>2.3</b>	<b>H&amp;S Program Review</b>	CMT reviewed current HMIS and discussed upcoming annual asbestos reassessment.	
<b>3.0</b>	<b>New Business</b>		
<b>3.1</b>	<b>Inspection Bag Location</b>	DM noted that the JHSC inspection backpack will be stored at the information booth.	
<b>3.2</b>	<b>Vaccine Clinic</b>	DM updated CMT on COVID-19 vaccination clinic hosted on December 5 <sup>th</sup> in collaboration with HKPR Public Health.	
<b>4.0</b>	<b>Outstanding Items</b>		
<b>4.1</b>	<b>Fume Hood Update</b>	CMT discussed updates related to fume hood incident. DM noted that reports are waiting to be received.	
<b>4.2</b>	<b>Tube Heaters</b>	DM informed CMT that issues with tube heaters have been resolved.  CMT discussed concerns of risk of harassment and violence to workers in relation to testing centre capacity issues and line ups. MB noted workers received rude language from students and had requested security presence in the area. CMT discussed workers supervising exams receive de-escalation training, are not alone in rooms, security presence, instructors supervising their own exams, and better scheduling of exams.	Item complete.
<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 11:11a.m., moved by BM and seconded by HB.	

**Frost Joint Health & Safety Committee**  
December 18, 2023  
**Room 252, WebEx Meeting**  
**Frost Campus**



  
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December 21, 2023

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**Date**

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

Feb 20, 2024

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**Date**