



AGENDA

March 28th, 2024
1:00p.m. – 2:30p.m.

[WebEx Meeting](#)

Meeting Chair: Tom Oliver

1.0 Meeting Called to Order

- 1.1 Quorum Confirmed
- 1.2 Adoption of Agenda
- 1.3 Review of Minutes and Approval – [January 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	Standing Item Proposal – Reviewing Inspection Notes	CMT to discuss regularly reviewing notes from completed inspections.	DM
3.2	Standing Item Proposal – Reviewing Risk Index Information	CMT to discuss regularly reviewing risk index information posted on the Health and Safety website.	DM
3.3	National Day of Mourning	CMT to discuss National Day of Mourning promotion (April 28 th).	MW

4.0 Outstanding Items

	Item	Explanation of Item	Completed
4.1	Molten Glass Near Miss	TO to contact other businesses to discuss similar procedures.	<input type="checkbox"/>
4.2	Fire Safety	RP to share Norwood fire fighting program coordinator contact with TO. Fire department to visit campus to review fire safety.	<input type="checkbox"/>