



MINUTES

Haliburton H&S Committee					
<u>Worker Members</u>		<u>Management Members</u>		<u>Resources</u>	
C	Tom Oliver (TO) Co-Chair	VP	Erin Lynch (EL) Co-Chair	VP	Marriah Wickert (MW) – R*
VP	Barb Winn (BW)	VP	Randy Prentice (RP)		
VP	Sarah Bell (SBE)				
R	Jennifer Gill (JG)				
				P	Dan Matsushita (DM) – Secretary
Minutes and Agenda are located on the H&S Website					
VP- Virtual Presence	C- Chair	P-Present	R-Regrets	G-Guest	R*-Resource
At Fleming College Our Vision: Creating prosperity and transforming communities through education and innovation. Our Mission 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. Our Values: <ul style="list-style-type: none"> ■ Responsiveness ■ Innovation ■ Collaboration ■ Inclusiveness ■ Accountability 					
Upcoming Meetings	May 30, 2024				



Item	Agenda Topic	Discussion	Action By/Decision
1.0	Meeting Called to Order	By TO at: 01:01p.m.	
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 SBE that the agenda be approved.
1.3	Review of Minutes and Approval	January 2024 minutes.	It was moved by RP and seconded by SBE that the minutes be approved.
2.0	Regular Reports		
2.1	Accident Reports		
	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	Inspection Reports		
	2.2.1 Zone D – Main Building	Inspection partners SBE/RP.	Inspection in progress.
	2.2.2 Zone D – Main Building	Inspection partners TO/EL.	Inspection in progress.
	2.2.3 Zone D – Main Building	Inspection partners SBE/EL.	Inspection complete.
	2.2.4 Zone D – Main Building	Inspection partners SBE/EL.	Inspection in progress.
		CMT discussed the need to ensure monthly inspections are completed.	TO and DM working on adding high hazard lab inspections to eBase.
2.3	IAQ Reports	None to review.	



2.4	H&S Program Review	CMT discussed monthly health and safety spotlight topics.	DM to send resources to CMT members.
3.0	New Business		
3.1	Standing Item Proposal – Reviewing Inspection Notes	CMT discussed reviewing notes from previous month's inspection as a standing agenda item.	CMT to review notes from previous month's inspection as a standing agenda item moving forwards.
3.2	Stand Item Proposal – Reviewing Risk Index Information	CMT discussed reviewing risk index and public health notices posted on the H&S website as a standing agenda item.	CMT to review risk index and public health notices posted on the H&S website as a standing agenda item.
3.3	National Day of Mourning	CMT discussed National Day of Mourning on April 28 th and CMT initiatives.	DM to share potential initiative resources to the CMT. EL to discuss National Day of Mourning at weekly staff meeting.
4.0	Outstanding Items		
4.1	Molten Glass Near Miss	TO informed CMT of discussions held with industry partners to prevent reoccurrence of near miss incident. TO plans include but are not limited to, fabrication of a tray to prevent molten glass spills and PPE.	TO to draft standard operating procedure relating to task of removing glass from furnace and share with supervisor and safety team. TO to share updates with safety team regarding tray fabrication, safety team to offer further advisement on whether engineer involvement is required.
4.2	Fire Safety	CMT discussed having Norwood firefighting program staff and students onsite for educational purposes and experiential learning opportunities for PSFF students. CMT discussed fire department visit to campus.	TO to discuss with James Cowan. RP to coordinate with Bryden Erdmann and fire department.
5.0	Next Meeting		

Joint Health & Safety Committee
March 28, 2024
Webex Meeting
Haliburton Campus




5.1	Date	March 28, 2024	
5.2	Adjournment of Meeting	Motion to adjourn meeting at 01:38p.m., moved by BW and seconded by RP.	



Erin Lynch
Co-Chair, Management

Click or tap to enter a date.

Apr 0 12 / 24
Date



Tom Oliver
Co-Chair, Workers

Click or tap to enter a date.

04/12/24
Date