



**MINUTES**

Frost H&S Committee					
<u>Worker Members</u>		<u>Management Members</u>		<u>Resources</u>	
C	Michael Benedict (MB) Co-Chair	P	Jennifer Andersen (JA) Co-Chair	P	Marriah Wickert (MW) R*
P	Marikka Williams (MLW)	P	Marc Patenaude (MPA)		
P	Brendan Molloy (BM)				
P	Michlyne Short (MS)				
R	Heather Broadbent (HB)			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	April 15, 2024	May 20, 2024	June 17, 2024		

**Frost Joint Health & Safety Committee**

March 18, 2024

**Room 253A, WebEx Meeting**

**Frost Campus**



Item	Agenda Topic	Discussion	Action By/Decision
1.0	<b>Meeting Called to Order</b>	By MB 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 unanimously accepted that the agenda be approved.
1.3	<b>Review of Minutes and Approval</b>	January 2023 minutes.	It was unanimously accepted that the minutes be approved.
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="0"/>	
2.2	<b>Inspection Reports</b>		
	Zone G – High Hazard Labs	Inspection partners MB/JA.	Inspection complete.
	Zone B – Main Building Lower Level	Inspection partners MS/MPA.	Inspection complete.
	2.2.1 Construction /Renovation Projects	CMT discussed role in viewing active or recently completed construction and renovation projects during monthly inspections.	DM to share active or recently completed construction and renovation projects with monthly inspection notifications.
		All active construction and renovation projects, the CMT discussed that access into the site is	Any concerns regarding signage, hoarding, housekeeping or unsafe works (that are observed),

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	2.2.2 H&S Information Boards	not permitted and CMT will observe from the site boundaries only.  CMT reviewed H&S Information Boards and required postings to review during high hazard lab inspections.	CMT members will action as required.  DM to print and laminate H&S Information Board requirements for CMT inspection backpack.
<b>2.3</b>	<b>IAQ Reports</b>	CMT discussed asbestos containing material testing recently completed in Heavy Equipment. CMT discussed active and recently completed Facilities issues and actions.	MW to send bore hold information to CMT.
<b>2.4</b>	<b>H&amp;S Program Review</b>	MPA updated CMT regarding room 130 clean up.  CMT discussed monthly health and safety spotlight topics.	Clean up of room 130 completed. Quarantine lifted.  DM to send resources to CMT members.
<b>3.0</b>	<b>New Business</b>		
<b>3.1</b>	<b>Standing Item Proposal – Reviewing Inspection Notes</b>	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.
<b>3.2</b>	<b>Stand Item Proposal – Reviewing Risk Index Information</b>	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.
<b>3.3</b>	<b>National Day of Mourning</b>	CMT discussed National Day of Mourning on April 28 <sup>th</sup> and CMT initiatives.	DM to share potential initiative resources to the CMT.
<b>3.4</b>	<b>Asbestos Awareness Training</b>	Asbestos awareness training to be held on March 22 <sup>nd</sup> . MW noted that there is an open spot for a CMT member to join.	Interested CMT members to connect with DM.
<b>4.0</b>	<b>Outstanding Items</b>		

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<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. MB noted that testing schedules have been modified and were updates were seen during midterms.	Item complete.
<b>5.0</b>	<b>Next Meeting</b>		
<b>5.1</b>	Date	April 15, 2024	
<b>5.2</b>	Adjournment of Meeting	Motion to adjourn meeting at 11:18a.m., accepted unanimously.	

A handwritten signature in black ink, appearing to read "Jennifer Andersen".

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

May 10, 2024

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**Date**

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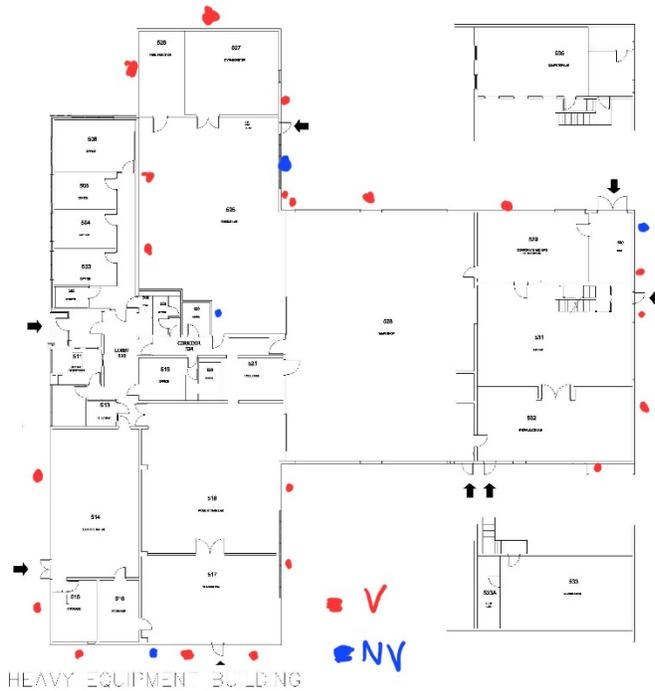
**Michael Benedict**  
*Co-Chair, Workers*

Click or tap to enter a date.

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**Date**

Heavy Equipment Borehold Locations



Fleming College  
12000 - 12000  
CURRENT AS OF JUNE 2018

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