



MINUTES

Sutherland H&S Committee					
<u>Worker Members</u>		<u>Management Members</u>		<u>Resources</u>	
C	Elane Kalavrias (EK) Co-Chair	VP	Bianca Sclipa (BS) Co-Chair	VP	Marriah Wickert (MW) R*
VP	Heather Cuthbert (HC)	VP	Mary MacLeod (MM)		
VP	Candace Gainer (CG)	VP	Randy Prentice (RP)		
VP	Cheryl Wardell (CW)	VP	Marc Patenaude (MPA)		
VP	David Vasey (DV)				
R	Joanne Tully (JT)				
R	Susan Brown (SBR)				
R	James Cowan (JC)			VP	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	June 27, 2024				



Item	Agenda Topic	Discussion	Action By/Decision
1.0	Meeting Called to Order	By EK at: 09:00a.m.	
1.1	Quorum Confirmed	Quorum Met: <input checked="" type="radio"/> Yes <input type="radio"/> No	
1.2	Adoption of Agenda	EK motioned to amend agenda as distributed to add the item of College Communications to New Business and to move item 3.1 to the beginning of the agenda. CMT discussed adoption of agenda as meeting guide.	It was moved by HC and seconded by CG that the agenda be approved as amended.
1.3	Review of Minutes and Approval	April and March 2024 minutes.	It was moved by HC and seconded by CG that the minutes be approved.
2.0	Regular Reports		
2.1	Accident Reports		
	2.1.1 Review of lists	Student <input type="text" value="0"/> Staff <input type="text" value="1"/>	
	2.1.2 Review of Near Miss	All <input type="text" value="1"/>	
2.2	Inspection Reports		
	Zone L – High Hazard Labs	Inspection partners DV/RP.	Inspection in progress.
	Zone D – D Wing	Inspection partners HC/DV.	Inspection complete.
	Zone R – Residence Buildings 1, 2, 3	Inspection partners HC/BS.	Inspection in progress.
	Zone R – Residence Buildings 4, 5, 6	Inspection partners CG/MM.	Inspection complete.



	2.2.1 Inspection Review	CMT reviewed notes from April 2024 inspections: Zone R – Residence Buildings 4, 5, 6 and Zone D – D Wing.	
2.3	IAQ Reports	DM noted that the Hazardous Building Materials Assessment (HBMA) report for sampling for ACM in executive suite was shared with CMT.	
2.4	H&S Program Review	DM presented the college’s ergonomic process to the CMT.	
2.5	Risk Index Information Review	CMT reviewed updated risk index information on the H&S website.	
3.0	New Business		
3.1	Ministry of Labour Visit	EK informed CMT of MOL visit on April 30 th regarding employee concerns in room B2120. MW noted that no orders were issued from the MOL.	Occupants of space have been relocated and access to space restricted. Remedial work to be performed over summer.
3.2	MSDS Online App	DM informed CMT of MSDS app to view the college’s eBinder on mobile phones.	
3.3	JHSC Survey	DM shared JHSC effectiveness survey with CMT.	CMT members to complete JHSC effectiveness survey by May 31 st .
3.4	College Communications	CMT discussed various college communication concerns. CMT discussed importance of sending communications ahead of construction work that may affect the college community. CMT discussed the benefit of sending communications from the FSS email and the need for emails to be pre-approved in time sensitive situations.	RP and MW to take offline and update at JJHSC meeting.
4.0	Outstanding Items		
4.1	JJHSC Meeting	CMT discussed upcoming JJHSC meeting on June 27 th .	

Joint Health & Safety Committee

May 9, 2024

WebEx Meeting

Sutherland Campus



5.0	Next Meeting		
5.1	Date	June 27, 2024	
5.2	Adjournment of Meeting	Motion to adjourn meeting at 09:58a.m., moved by HC and seconded by DV.	

Bianca Sclipa

Co-Chair, Management

Click or tap to enter a date.

Date

Elane Kalavrias

Elane Kalavrias

Co-Chair, Workers

Click or tap to enter a date.

June 17th 2024

Date