

## AGENDA

---

November 28, 2024

1:00p.m. – 2:30p.m.

[Teams Meeting](#)

Meeting Chair: Jennifer Downham

---

### 1.0 Meeting Called to Order

1.1 Quorum Confirmed

1.2 Adoption of Agenda

1.3 Review of Minutes and Approval – September Minutes

### 2.0 Report Review

2.1 [Accident Report \(Mar.– Sept.\)](#)  Yes  No

2.1.1 Review of lists

2.1.2 Review of Near Miss

2.2 [Accident Report \(Sept. – Nov.\)](#)  Yes  No

2.2.1 Review of lists

2.2.2 Review of Near Miss

2.3 Inspection Report  Yes  No

2.4 IAQ Reports  Yes  No

2.5 [Policy and Procedure Review](#)  Yes  No

### 3.0 New Business

	Item	Explanation of Item	Presenter
3.1	JHSC Mandate and IRS	CMT to discuss JHSC roles and responsibilities and internal responsibility system	MW
3.2	Studio Temperature	CMT to discuss concerns regarding garage doors and building temperature concerns.	SB
3.3	<a href="#">Lock Out Tag Out</a>	CMT to discuss responsibility coverage while H&S Coordinator position vacancy.	MW

### 4.0 Outstanding Items

	Item	Explanation of Item	Completed
4.1	TOR Review	CMT members are to review TOR and send any recommendations to the co-chairs, cc'ing safety. Further review with the CMT will take place once the co-chairs have discussed recommendations with other campus CMT co-chairs.	<input type="checkbox"/>
4.2	Inspection Schedule	EL to request that SEB update the 2024-2025 schedule for the Haliburton JHSC.	<input type="checkbox"/>