

**Joint Health & Safety Committee**

Sept 19, 2024

**WebEx Meeting**

**Sutherland Campus**



**MINUTES**

<b>Sutherland H&amp;S Committee</b>					
<b><u>Worker Members</u></b>		<b><u>Management Members</u></b>		<b><u>Resources</u></b>	
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)	R	Randy Prentice (RP)		
VP	Cheryl Wardell (CW)	R	Marc Patenaude (MPA)		
VP	David Vasey (DV)				
VP	Joanne Tully (JT)				
R	Susan Brown (SBR)				
VP	Liam Pearce (LP)				Vacant () – 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	Oct 10, 2024	Nov 14, 2024	Dec 12, 2024	Jan 9, 2025	
Feb 13, 2025	Mar 13, 2025	Apr 10, 2025	May 8, 2025	Jun 12, 2025	

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Item	Agenda Topic	Discussion	Action By/Decision
1.0	<b>Meeting Called to Order</b>	By EK at: 09:00a.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 moved by HC and seconded by CG that the agenda be approved as amended.
1.3	<b>Review of Minutes and Approval</b>	June 2024 minutes.	It was moved by DV and seconded by CW that the minutes be approved.
2.0	<b>Regular Reports</b>		
2.1	<b>Accident Reports</b>		
2.1.1	Review of lists	Student 0      Staff 2  All 2	RE: Sept 6, 2024 report, the Building Science review to be added to upcoming agenda when completed (MW)
2.1.2	Review of Near Miss		
2.2	<b>Inspection Report</b>		
	Zone R – Residence Buildings 1, 2, 3	Inspection partners HC/BS.	Inspection complete.
	Zone R – Residence Buildings 4, 5, 6	Inspection partners CW.	Inspection complete.

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<b>2.3</b>	<b>IAQ Reports</b>	MW presented the asbestos abatement project for Room B2 120  MW discussed the Non-Viable Air Sampling Report for Residence Building #6	
<b>2.4</b>	<b>H&amp;S Program Review</b>	MW presented the Fleming Safe Toolkit to the CMT.	
<b>2.5</b>	<b>Risk Index Information Review</b>	CMT reviewed updated risk index information on the H&S website.	
<b>3.0</b>	<b>New Business</b>		
<b>3.1</b>	<b>TOR Review</b>	EK discussed Terms of Reference review including S.2.4(d) and 2.5(b)	EK to connect with HR to ensure members are provided with the necessary time off for their role on the JHSC  CMT members to review TOR and send any recommendations to co-chairs, cc'ing safety.
<b>3.2</b>	<b>Inspection Schedule</b>	CMT discussed 2024-2025 inspection schedule.	EK to establish the upcoming year's Inspection Schedule
<b>3.3</b>	<b>New Faculty &amp; H&amp;S</b>	CMT discussed challenges of the increased number of part time faculty recently hired, particularly in high hazard labs, including training and safety measures.	EK to draft recommendation letter to Employer outlining Health and Safety concerns.
<b>4.0</b>	<b>Outstanding Items</b>		

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<b>5.0</b>	<b>Next Meeting</b>		
<b>5.1</b>	Date	Oct 10, 2024	
<b>5.2</b>	Adjournment of Meeting	Motion to adjourn meeting at 10:20a.m., moved by DV and seconded by CG.	

*Bianca Sclipa*

**Bianca Sclipa**  
Co-Chair, Management

Dec. 10, 2024

**Date**

*Elane Kalavrias*

**Elane Kalavrias**  
Co-Chair, Workers

October 9th 2024

**Date**