

Joint Health & Safety Committee

November 14, 2024

Teams Meeting

Sutherland Campus



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)	R	Mary MacLeod (MM)		
VP	Candace Gainer (CG)	VP	Randy Prentice (RP)		
VP	Cheryl Wardell (CW)	VP	Marc Patenaude (MPA)		
VP	David Vasey (DV)				
VP	Joanne Tully (JT)				
R	Susan Brown (SBR)				
VP	Liam Pearce (LP)			VP	Angela Hounam (AH) – 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	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	Meeting Called to Order	By EK at: 09:01a.m.	
1.1	Quorum Confirmed	Quorum Met: <input checked="" type="radio"/> Yes <input type="radio"/> No	
1.2	Adoption of Agenda	EK discussed adoption of the agenda as meeting guide, with the following amendment: strike item 1.3, due to the minutes not being completely signed.	Moved by CW and seconded by MPA.
1.3	Review of Minutes and Approval	EK discussed that the September, October, and November 2024 minutes will be reviewed next meeting. (December 12, 2024)	
2.0	Report Review		
2.1	Accident Reports		
	2.1.1 Review of lists	<p>MW Discussed Incident Reports.</p> <p>Student: 15 Staff: 9</p> <p>All: 24</p>	
	2.1.2 Review of Near Miss	<p>MW reported Sutherland had one near miss.</p> <p>MW discussed that we saw a number of personal medical events, and a few strains and sprains while using ladders. Other incidents included failed equipment, violence in the workplace, and a slip and fall.</p> <p>MW discussed that H&S will be doing follow-up and Risk Assessments Reports for some of these incidents.</p>	The JHSC will be forwarded the reports as they are completed. (MW)



<p>2.5</p>	<p>H&S Management System</p>	<p>MW discussed the H&S Management System.</p> <p>MPA discussed CAMIIT from a research perspective.</p> <p>CMT discussed the importance of their participation and oversight regarding research portfolios.</p> <p>MW advised the CMT that a vendor specializing in roofing safety is attending to do a review next week.</p> <p>MW discussed the Basics of Supervisor Training delivered by an IHSA facilitator, that took place on November 7 and 8, 2024.</p> <p>EK recommends becoming familiar with the H5N1 virus that has been confirmed in B.C.</p>	<p>MPA will arrange a tour of CAMITT for the JHSC members.</p> <p>HC recommends connecting with other universities and employees within Fleming, that have done ongoing research, regarding H&S protocols.</p> <p>EK will participate in that review.</p> <p>MW is organizing subsequent training sessions of the Basics of Supervisor Training for all campus leaders.</p> <p>MW and AH will update the risk dashboard in the Fleming Safe Tool Kit with the latest Public Health guidelines.</p>
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3.0	New Business		
3.1	Bill 190	<p>MW discussed the changes made to the OHSA, through Bill 190 Working for Workers Five Act, 2024.</p> <p>MW discussed the flow of incident reporting and keeping it in line with the IRS. It was noted that the proper flow for incident reporting is not always taking place.</p> <p>MW discussed that supervisors are legally responsible for mitigating the risks associated with hazards, and workers are responsible for identifying the risks or potential hazards.</p>	<p>MW noted that telework and remote work will now be applied to work performed in a private residence.</p>
4.0	Outstanding Items		
4.1	TOR Review	<p>MW discussed release time for JHSC members.</p>	<p>EK recommends getting release time for members available in writing.</p> <p>MW recommends having release time specific to JHSC roles added back into the TOR.</p>
4.2	Inspection Schedule	<p>EK reported as complete.</p>	
4.3	New faculty and H&S		
4.4	JHSC Member Attendance at Meeting	<p>EK reported as complete.</p>	



5.0	Next Meeting		
5.1	Date	December 12, 2024	
5.2	Adjournment of Meeting	Motion to adjourn meeting at 10:11 a.m., moved by JT and seconded by MPA.	

Bianca Sclipa

Elane Kalavrias

Bianca Sclipa
 Co-Chair, Management

Elane Kalavrias
 Co-Chair, Workers

Dec. 10, 2024

December 10th 2024

Date

Date