

AGENDA

January 9th, 2025
9:00a.m. – 10:30a.m.
[Teams Meeting](#)
Meeting Chair: Elane
Kalavrias

1.0 Meeting Called to Order

- 1.1 Quorum Confirmed
- 1.2 Adoption of Agenda
- 1.3 Review of Minutes and Approval – [December Minutes](#)

2.0 Report Review

- 2.1 [Accident Report](#) Yes No
 - 2.1.1 Review of lists
 - 2.1.2 Review of Near Miss
- 2.2 Inspection Report Yes No
- 2.3 H&S Assessment Yes No
 - 2.3.1 Review Reports
 - 2.3.2 Upcoming Assessments
 - 2.3.3 Assessment Enhancements/Redundancies
- 2.4 H&S Project Enhancements Yes No
- 2.5 [H&S Management System](#) Yes No

		HC recommends connecting with other universities and employees within Fleming, that have done ongoing research, regarding H&S protocols.	<input type="checkbox"/>
4.5	Roofing Inspection	A vendor specializing in roofing safety is attending to do a review at the end of November, which EK will participate in.	<input checked="" type="checkbox"/>
4.6	IHSA Basics of Supervisor Training	MW is organizing subsequent training sessions of the Basics of Supervisor Training for all campus leaders.	<input checked="" type="checkbox"/>
4.7	Fleming Safe Toolkit	MW and AH will update the risk dashboard in the Fleming Safe Tool Kit with the latest Public Health guidelines.	<input checked="" type="checkbox"/>
4.8	Incident Weather Supplies	MW will consult with College Services to see if the Information Booth can stock a few extra snow brush/scrapers.	<input type="checkbox"/>
4.9	Accident/Incident Reporting Form Update	H&S will add room number as a non-mandatory field on the Accident/Incident Reporting forms, so people won't be hesitant to fill the forms out, if they don't know the room number.	<input type="checkbox"/>
4.10	eBinder Update	H&S will add expiry dates as an option for products in the eBinder.	<input type="checkbox"/>
4.11	eBinder QR Codes	H&S will work on making QR codes available in HHL's for the eBinder.	<input type="checkbox"/>
4.12	HMIS System	H&S will share the HMIS System with the CMT when it's ready.	<input type="checkbox"/>
4.13	Security Introduction	MW will arrange for the new Manager of Security & Emergency Services, Charles Boshaw, to join the January JHSC Meeting for an introduction to the CMT.	<input type="checkbox"/>