

# AGENDA

January 9<sup>th</sup>, 2025 9:00a.m. – 10:30a.m. <u>Teams Meeting</u> 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 Mis	S			
2. 2 Inspection Report	$\Box$ Yes $\boxtimes$ No			
2.3 H&S Assessment	⊠ Yes □ No			
2.3.1 Review Reports				
2.3.2 Upcoming Assessm	nents			
2.3.3 Assessment Enhancements/Redundancies				
2.4 H&S Project Enhancements	$oxtimes$ Yes $\Box$ No			
2.5 H&S Management System	□Yes ⊠ No			

### 3.0 New Business

Item	Explanation of Item	Presenter
	Sutherland CMT members to support inspections of these spaces. CMT members to discuss scheduling changes and assignments.	EK

## 4.0 Outstanding Items

	Item	Explanation of Item	Completed
4.1	TOR Review	CMT to review the current Terms of Reference (TOR). Any recommendations, as per their individual review, are to be communicated via email to committee co- chairs. Please ensure <u>safety@flemingcollege.ca</u> is cc'd and that your review is completed prior to your subsequently scheduled JHSC meeting. All recommendations received, will be reviewed, and actioned collectively by JHSC co- chairs.	
		EK presented recommendation to change TOR language of "Certified member" from inspections. Further reviews required by other co-chairs, before TOR changes adopted.	
		EK recommends getting release time for members available in writing. MW recommends having release time specific to JHSC roles added back into the TOR.	
4.2	Inspection Schedule	EK to establish the upcoming year's inspection schedule.	
4.3	New faculty and H&S	EK to draft recommendation letter to Employer outlining H&S concerns.	
4.4	JHSC Member Attendance at Meetings	EK to continue investigation and discussions with HR and Union leaders	
4.4	CAMITT	MPA to arrange a tour of CAMITT for the JHSC members.	

		HC recommends connecting with other universities and employees within Fleming, that have done ongoing research, regarding H&S protocols.	
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.	
4.6	IHSA Basics of Supervisor Training	MW is organizing subsequent training sessions of the Basics of Supervisor Training for all campus leaders.	
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.	
4.8	Inclement Weather Supplies	MW will consult with College Services to see if the Information Booth can stock a few extra snow brush/scrapers.	
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.	
4.10	eBinder Update	H&S will add expiry dates as an option for products in the eBinder.	
4.11	eBinder QR Codes	H&S will work on making QR codes available in HHL's for the eBinder.	
4.12	HMIS System	H&S will share the HMIS System with the CMT when it's ready.	
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.	