

Frost Joint Health & Safety Committee

September 16, 2024

Room 252

Meeting Frost Campus



MINUTES

| Frost H&S Committee | | | | | |
|---|------------------------|----------------------------------|---------------------------------|-------------------------|----------------------------|
| <u>Worker Members</u> | | <u>Management Members</u> | | <u>Resources</u> | |
| - | Vacant – Co-Chair | C | Jennifer Andersen (JA) Co-Chair | P | Marriah Wickert (MW) R* |
| P | Marikka Williams (MLW) | P | Marc Patenaude (MPA) | | |
| P | Brendan Molloy (BM) | P | Lorie Blundon (LB) | | |
| P | Michlyne Short (MS) | | | | |
| P | Heather Broadbent (HB) | | | - | Vacant – 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 | October 21, 2024 | November 18, 2024 | December 16, 2024 | January 20, 2025 | |
| | February 10, 2025 | March 17, 2025 | April 14, 2025 | May 12, 2025 | |

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| Item | Agenda Topic | Discussion | Action By/Decision |
|------|---------------------------------------|---|---|
| 1.0 | Meeting Called to Order | By JA at 10:32a.m. | |
| 1.1 | Quorum Confirmed | Quorum Met: <input checked="" type="radio"/> Yes <input type="radio"/> No | |
| 1.2 | Adoption of Agenda | CMT discussed adoption of agenda as meeting guide. | It was moved by BM and seconded by MS that the agenda be approved. |
| 1.3 | Review of Minutes and Approval | JJHSC June 2024 minutes | It was moved by BM and seconded by MS that the minutes be approved. |
| 2.0 | Regular Reports | | |
| 2.1 | Accident Reports | Student 2 Staff 9 | |
| | 2.1.1 Review of lists | CMT discussed the Accident Report | MPA to follow up to CMT regarding pesticide incident and spray permit. MW to follow up on status of fan replacement in rm 111. |
| | 2.1.2 Review of Near Miss | | |
| 2.2 | Inspection Reports | CMT discussed the Inspection Report | September inspection: worker member replacement needed. BM to fill vacancy. |
| 2.3 | IAQ Reports | CMT discussed recent IAQ testing. | |
| 2.4 | Policy and Procedure Review | MW presented the Fleming Safe Toolkit to the CMT. | |

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|------------|----------------------------|--|---|
| 3.0 | New Business | | |
| 3.1 | CMT Composition | CMT discussed membership and composition including Worker Co-Chair Replacement (Refer to TOR S. 1.2) and Local 352 Worker Member Vacancy | MW advised members to send intention of interest and/or nominations to safety@flemingcollege.ca . |
| 3.2 | TOR Review | CMT to discussed annual TOR review. | |
| 3.3 | Inspection Schedule | CMT discussed 2024-2025 inspection schedule. CMT discussed upcoming H&S New Space Audit for CIAP. | MS to establish the upcoming year's Inspection Schedule. |
| 4.0 | Outstanding Items | | |
| 5.0 | Next Meeting | | |
| 5.1 | Date | October 21, 2024 | |
| 5.2 | Adjournment of Meeting | Motion to adjourn meeting at 11:57am, moved by MS and seconded by LB. | |

Jennifer Andersen
Co-Chair, Management

Vacant
Co-Chair, Workers

Date

Date