

**Frost Joint Health & Safety Committee**

September 16, 2024

**Room 252**

**Meeting Frost Campus**



**MINUTES**

<b>Frost H&amp;S Committee</b>					
<u><b>Worker Members</b></u>		<u><b>Management Members</b></u>		<u><b>Resources</b></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
<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	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	<b>Meeting Called to Order</b>	By JA at 10:32a.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 BM and seconded by MS that the agenda be approved.
1.3	<b>Review of Minutes and Approval</b>	JJHSC June 2024 minutes	It was moved by BM and seconded by MS that the minutes be approved.
2.0	<b>Regular Reports</b>		
2.1	<b>Accident Reports</b>	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	<b>Inspection Reports</b>	CMT discussed the Inspection Report	September inspection: worker member replacement needed. BM to fill vacancy.
2.3	<b>IAQ Reports</b>	CMT discussed recent IAQ testing.	
2.4	<b>Policy and Procedure Review</b>	MW presented the Fleming Safe Toolkit to the CMT.	

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<b>3.0</b>	<b>New Business</b>		
<b>3.1</b>	<b>CMT Composition</b>	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 <a href="mailto:safety@flemingcollege.ca">safety@flemingcollege.ca</a> .
<b>3.2</b>	<b>TOR Review</b>	CMT to discussed annual TOR review.	
<b>3.3</b>	<b>Inspection Schedule</b>	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.
<b>4.0</b>	<b>Outstanding Items</b>		
<b>5.0</b>	<b>Next Meeting</b>		
<b>5.1</b>	Date	October 21, 2024	
<b>5.2</b>	Adjournment of Meeting	Motion to adjourn meeting at 11:57am, moved by MS and seconded by LB.	

**Jennifer Andersen**  
*Co-Chair, Management*

January 20, 2025

**Date**

**Vacant**  
*Co-Chair, Workers*

20/01/2025

**Date**