

Joint Health & Safety Committee

Feb 13, 2025

**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	R	Marriah Wickert (MW) R*
VP	Heather Cuthbert (HC)	VP	Mary MacLeod (MM)		
VP	Candace Gainer (CG)	VP	Randy Prentice (RP)		
R	Cheryl Wardell (CW)	VP	Marc Patenaude (MPA)		
VP	David Vasey (DV)	G	Charles Boshaw (CB)		
VP	Joanne Tully (JT)				
VP	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	Mar 13, 2025	Apr 10, 2025	May 8, 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	CMT discussed adoption of the agenda as meeting guide.	Moved by JT and seconded by CG with the amendment of starting with 1.4 Guest Member.
1.3	Review of Minutes and Approval	December 2024 and January 2025 Minutes.	Approved by HC and seconded by SBR.
1.4	Guest Member	<p>Charles Boshaw (CB), Manager, Security and Emergency Preparedness introduced himself and his role at Fleming to the CMT.</p> <p>EK asked CB's recommendations related to the IRS in relation to the JHSC and Security team, wanting to encourage and maintain strong relationships.</p>	<p>CB recommends setting clear boundaries and expectations for everyone is key for good communication. "If you see something, say something".</p>
2.0	Report Review		
2.1	<p>Accident Reports</p> <p>2.1.1 Review of lists</p> <p>2.1.2 Review of Near Miss</p>	<p>Student: 14 Staff: 10</p> <p>All: 3</p> <p>CMT Discussed Accident/Incident and Near Miss Reports.</p> <p>MW noted the increase in reported incidents and advised that H&S is working on further data analysis</p>	<p>MW will share the spreadsheets with the CMT once available.</p>



		spreadsheets.	
2.2	Inspection Report	<p>CMT discussed Inspection#01230.</p> <p>The CMT discussed the importance of adding a detailed description and pictures to inspection action items.</p> <p>JT noted the inspection bag has too many documents in it, but it would be helpful to include the ebase username and password.</p>	<p>AH will assign incomplete inspections items back to the JHSC, so those items can be discussed at the following meeting.</p> <p>H&S to review request.</p>
2.3	H&S Assessments		
	2.3.1 Review Reports	Nothing to discuss.	
	2.3.2 Upcoming Assessments – B2120	MW discussed that FSS will be doing ongoing abatement of mold and asbestos in B2120. The area will be properly contained and signage will be posted.	Post construction IAQ will be completed prior to hoarding being removed.
3.0	New Business		
3.1	C-Wing Update	MW shared that a concern was flagged regarding debris from ceiling vents and the temperature in the C-Wing offices. Out of an abundance of caution, the college had the area restricted, tested and cleaned by qualified contractor.	MW noted that IAQ results were shared with the CMT and confirmed there was no exposure concern noted.
3.2	IRS Review	EK discussed the IRS in relation to the recent temperature fluctuations in D1120 and B2140.	

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<p>3.3 CMT Engagement</p>	<p>The CMT discussed making a recommendation to the employer to include H&S standing item requirement for all meeting agendas.</p> <p>CMT discussed holding an in-person JHSC meeting in March.</p>	<p>EK to review files for drafted recommendation.</p> <p>All in favor.</p> <p>AH will book a room for the meeting and MPA will arrange a tour of CAMITT for those that want to participate after the meeting.</p>
<p>3.4 Dexterra Laundry</p>	<p>EK to provided the CMT a Dexterra Laundry update.</p>	<p>MGMT has confirmed the dryer has been fixed.</p>
<p>4.0 Outstanding Items</p> <p>4.4 CAMITT</p> <p>4.13 Security Introduction</p>	<p>In progress.</p> <p>Complete.</p>	<p>Tour to be held after the in-person JHSC meeting in March.</p>

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5.0	Next Meeting		
5.1	Date	March 13, 2025	
5.2	Adjournment of Meeting	Motion to adjourn meeting at 10:16 a.m.	Moved by HC and seconded by MPA.

Bianca Sclipa
Co-Chair, Management

Elane Kalavrias

Elane Kalavrias
Co-Chair, Workers

Date

March 14th 2025

Date