

AGENDA

March 17, 2025
10:30a.m. – 12:00p.m.
Room 252

Meeting Chair: Heather Broadbent

1.0 Meeting Called to Order

- 1.1 Quorum Confirmed
- 1.2 Adoption of Agenda
- 1.3 Review of Minutes and Approval – [February 2025](#)
- 1.4 Guest Member – Jordan Trudell, Supervisor, Security and Emergency Services

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 Assessments ☐ Yes ☒ No
 - 2.3.1 Review Reports
- 2.4 Policy and Procedure Review ☐ Yes ☒ No
- 2.5 [H&S Management System](#) ☐ Yes ☒ No

3.0 New Business

	Item	Explanation of Item	Presenter
3.1	College Closure on February 18, 2025	CMT to discuss recommendation to the employer about the fire exits that were blocked by snow.	HB
3.2	ET ENVR 18 Room Capacity Update	HB to provide an update on the ET ENVR 18 room capacity complaint.	HB

4.0 Outstanding Items

	Item	Explanation of Item	Completed
4.1	H&S Investigation	CMT co-chairs to attend H&S investigation at the CAWT Minden location.	<input type="checkbox"/>
4.2	eBinder	CMT to ensure eBinder is checked by location during HHL inspections. eBinder app to be added to the JHSC tablets. H&S looking to add QR Code to each HHL Safety Information Board to lead employees directly to the lab's eBinder location.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
4.3	Pinchin Environmental Report	H&S will share the assessment done by Pinchin Environmental on January 2 nd and 3 rd , once it's ready.	<input type="checkbox"/>
4.4	CAWT Enviro Building	Access is restricted with authorized access only. FSS will provide signage and further communication.	<input type="checkbox"/>
4.5	Guest Member	CMT to prepare questions for Charles, Manager, Security & Emergency Preparedness in advance of the next meeting.	<input type="checkbox"/>
4.6	H&S Focus Item	H&S will provide item and information to focus on for the Spring inspections. The item will be selected based on incident data.	<input checked="" type="checkbox"/>
4.7	Meeting Delivery	CMT to continue discussing JHSC meeting delivery options.	<input checked="" type="checkbox"/>
4.8	Inspection Reports	AH will assign incomplete inspection items back to the JHSC for further discussion and action.	<input type="checkbox"/>