

**Joint Health & Safety Committee**

March 13, 2025

**Teams Meeting****Sutherland Campus****MINUTES**

<b>Sutherland H&amp;S Committee</b>					
<b><u>Worker Members</u></b>		<b><u>Management Members</u></b>		<b><u>Resources</u></b>	
C	Elane Kalavrias (EK) Co-Chair	C	Bianca Sclipa (BS) Co-Chair	R	Marriah Wickert (MW) R*
R	Heather Cuthbert (HC)	P	Mary MacLeod (MM)		
P	Candace Gainer (CG)	R	Randy Prentice (RP)		
P	Cheryl Wardell (CW)	R	Marc Patenaude (MPA)		
P	David Vasey (DV)				
P	Joanne Tully (JT)				
R	Susan Brown (SBR)				
R	Liam Pearce (LP)			P	Angela Hounam (AH) – Secretary
G	Feba Chirayatha Denny				
<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	Apr 10, 2025	May 8, 2025			

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Item	Agenda Topic	Discussion	Action By/Decision
1.0	<b>Meeting Called to Order</b>	By BS at: 09:07a.m.	Moved by JT and seconded by MM.  To be approved at April meeting.
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 the agenda as meeting guide.	
1.3	<b>Review of Minutes and Approval</b>	February 2025 minutes.	
2.0	<b>Report Review</b>		AH to add the fume hood Near Miss to the spreadsheet.  H&S to advise the CMT what the current process is for contractor onboarding and escalation of safety concerns.
2.1	<b>Accident Reports</b>		
	2.1.1 Review of lists	Student: 2      Staff: 3	
	2.1.2 Review of Near Miss	All: 4  The CMT Discussed Accident/Incident and Near Miss Reports.  The CMT discussed fume hood incident in room A3135.  The CMT discussed contractor ladder incident.	
2.2	<b>Inspection Report</b>	EK asked for assistance with the A-wing inspection.	

<b>3.0</b>	<b>New Business</b>		
<b>3.1</b>	<b>Thank you, letter.</b>	CMT reviewed letter from MW.	
<b>3.2</b>	<b>Reflection Activity</b>	<p>The CMT did the Reflection Activity independently, then discussed it as a group.</p> <p>The CMT discussed barriers for virtual JHSC meeting delivery and proposed changing every other JHSC meeting to in-person meetings.</p> <p>The CMT discussed JHSC member certifications.</p> <p>The CMT discussed the onboarding process for new PT and TPT employees with a need to focus on H&amp;S and the IRS.</p> <p>The CMT discussed having the JHSC meeting minutes reviewed by SMT/Board of Governors.</p>	<p>All in favor to move every other Sutherland JHSC meeting from virtual to in-person.</p> <p>CMT to investigate getting every JHSC member certified.</p> <p>CMT to investigate having a member of HR join the CMT on an ongoing basis as a resource member.</p> <p>EK to discuss with MW the possibility of having the JHSC meeting minutes reviewed by SMT/Board of Governors.</p>
<b>3.3</b>	<b>JHSC Resource Materials</b>	The CMT reviewed and discussed the JHSC Resource Materials.	
<b>3.4</b>	<b>Recommendations</b>	The CMT discussed the recommendation made to the college about the college closure on February 18, 2025, and the employers response	

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<b>5.0</b>	<b>Next Meeting</b>		
<b>5.1</b>	Date	April 10, 2025	
<b>5.2</b>	Adjournment of Meeting	Motion to adjourn meeting at 10:50 a.m.	Moved by DV and seconded by CG.

*Bianca Sclippa*

**Bianca Sclippa**

*Co-Chair, Management*

*Elane Kalavrias*

**Elane Kalavrias**

*Co-Chair, Workers*

April 10th 2025

**Date**

April 10th 2025

**Date**