

Joint Health & Safety Committee

June 16, 2025

Room 252**Frost Campus****MINUTES**

Sutherland H&S Committee					
<u>Worker Members</u>		<u>Management Members</u>		<u>Resources</u>	
C	Heather Broadbent (HB) (Interim Co-Chair)		Vacant - Co-Chair	P	Marriah Wickert (MW) R*
R	Brendan Molloy (BM)	R	Marc Patenaude (MPA)		
P	Michlynn Short (MS)	P	Joseph Elliot (JE)		
P	Jordan Dysart (JD)				
P	Michael Benedict (MB)			P	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
<p>At Fleming College</p> <p>Our Vision:</p> <p>Creating prosperity and transforming communities through education and innovation.</p> <p>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.</p> <p>Our Values:</p> <ul style="list-style-type: none"> ■ Responsiveness ■ Innovation ■ Collaboration ■ Inclusiveness ■ Accountability 					

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Item	Agenda Topic	Discussion	Action By/Decision
1.0	Arrival	Meeting called to order at 10:00a.m.	
2.0	JHSC Workbook	<p>HB welcomed the CMT and shared the JHSC Workbook purpose.</p> <p>The CMT discussed the JHSC role and relevance.</p> <p>The CMT discussed how they made a positive impact in the workplace.</p> <p>The CMT discussed the TOR.</p> <p>The CMT discussed expectations for HHLs.</p> <p>The CMT discussed the benefit of having a someone from Research join the JHSC.</p> <p>The CMT discussed release time and time away for JHSC members and Co-Chairs.</p> <p>The CMT discussed proposal 1 and 2.</p> <p>The CMT discussed the process for implementing proposed updates to the TOR.</p>	<p>All in favor to accept the process for implementing proposed updates to the TOR, with the following changes:</p> <ul style="list-style-type: none">- MB recommends that the vote should be more than a majority vote.- HB recommends voting take place at the second meeting of the year, instead of the first.

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		<p>The CMT discussed Training opportunities for JHSC members.</p> <p>The CMT discussed the benefit of having hazard Recognition training to assist with performing inspections.</p> <p>The CMT discussed JHSC certification training.</p> <p>The CMT discussed navigating the Green Book and having a guest speaker to help familiarize them with it.</p> <p>The CMT discussed how to have effective meetings.</p> <p>The CMT discussed JHSC legislative requirements.</p> <p>The CMT discussed the Basics of Supervisor Training and the benefit of having it available to the CMT members.</p> <p>The CMT discussed adding more members to account for absences.</p> <p>The CMT discussed the benefit of having members join the CMT from different areas of the</p>	<p>The CMT would like to take Hazard Recognition Training.</p> <p>The CMT set a goal of getting all members certified.</p> <p>MB offered to put together a presentation about the Green Book for the CMT.</p> <p>The CMT agrees the following is true:</p> <ul style="list-style-type: none">- Agendas are effective.- Action Items are followed up on.- JHSC meeting are inclusive. <p>The CMT met the legislative requirement of meeting quarterly.</p> <p>The CMT set the goal of completing all inspections on time next year.</p> <p>MB is trained to teach the Basics of Supervising Training and is willing to host it for the CMT.</p> <p>HB to follow-up with the union about assigning more JHSC members.</p>
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		college, including part-time faculty.	
		The CMT discussed the Frost JHSC Teams Channel.	MW is going to investigate turning on email notifications for all messages within the Frost JHSC Teams Channel.
3.0	Lunch and Networking		
4.0	Closing Remarks	The H&S team thanked the CMT for their work throughout the year.	
5.0	Meeting Adjourned	Meeting adjourned at 12:00p.m.	

A handwritten signature in black ink that reads "H Broadbent".

Vacant
C-Chair, Management

Heather Broadbent
(Interim) Co-Chair, Workers

Date

Nov 25, 2025

Date