

**Frost Joint Health & Safety Committee**

January 19, 2026

Room 252

Meeting Frost Campus



**MINUTES**

<b>Frost H&amp;S Committee</b>					
<b><u>Worker Members</u></b>		<b><u>Management Members</u></b>		<b><u>Resources</u></b>	
C	Heather Broadbent (HB) (Interim Co-Chair)		Vacant - Co-Chair	P	Marriah Wickert (MW) R*
P	Michael Benedict (MB)	P	Nathan Calder (NC)		
R	Michlyne Short (MS)	P	Jon Carter (JC)		
R	Jordan Dysart (JD)				
				P	Angela Hounam (AH) – 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>					
<b><u>Upcoming Meetings</u></b>					
February 9, 2026	March 16, 2026	April 20, 2026	May 18, 2026	June 15, 2026	
<b><u>Legend</u></b>					
CMT: Committee	JHSC: Joint Health & Safety Committee				

**Frost Joint Health & Safety Committee**

January 19, 2026

Room 252

Meeting Frost Campus



Item	Agenda Topic	Discussion	Action By/Decision
1.0	<b>Meeting Called to Order</b>	By HB 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>	The CMT discussed adoption of agenda as meeting guide.	Moved by MB and seconded by JC.
1.3	<b>Review of Minutes and Approval</b>	December 2025	Moved by JC and seconded by MB.
2.0	<b>Report Review</b>		
2.1	<b>Accident Report</b>		
	2.1.1 Review of lists	The CMT discussed the Accident Report.  Employees: 0      Students: 1	
	2.1.2 Review of Near Miss	Near Miss: 0	
2.2	<b>Inspection Reports</b>		
	2.2.1 Items Noted for JHSC Review	Nothing new to review.	
	2.2.2. Upcoming and Outstanding Inspections	The CMT discussed upcoming and outstanding inspections.	MB and NC to complete January 2026 Inspection today.  MB will add notes from November inspection to ebase.

**Frost Joint Health & Safety Committee**

January 19, 2026

**Room 252**

**Meeting Frost Campus**



			<p>HB and JC will complete the December inspection on January 30, 2026.</p> <p>H&amp;S to investigate wiring concern in room 108.</p>
<b>2.3</b>	<b>H&amp;S Assessments</b>		
	2.3.1 Review Reports	Nothing new to review.	
<b>2.4</b>	<b>Policy and Procedure Review</b>	Nothing new to review.	
<b>2.5</b>	<b>H&amp;S General Review</b>		
	2.5.1 JHSC Roles and Responsibilities	The CMT reviewed the Joint Health & Safety Committee Member Site.	
	2.5.2 Good News Stories	The CMT shared good news stories.	

**Frost Joint Health & Safety Committee**

January 19, 2026

**Room 252**

**Meeting Frost Campus**



<b>3.0</b>	<b>New Business</b>		
<b>3.1</b>	<b>Annual Frost Fume Hood Assessment Results</b>	The CMT reviewed the Annual Frost Fume Hood Assessment Results and discussed the benefits of incorporating a noise assessment in the future.	
<b>3.2</b>	<b>Winter Weather Safety Reminder</b>	The CMT discussed the Winter Weather Safety Reminder email that was sent out to Fleming employees and students.	
<b>3.3</b>	<b>JHSC Certification</b>	The CMT reviewed the JHSC Certification Spreadsheet.	MB will connect with AH in the Spring when he is ready to sign up for JHSC Certification Part Two.
<b>4.0</b>	<b>Outstanding Items</b>		
<b>4.1</b>	<b>JHSC Member Vacancies</b>	In progress. MPA offered to step in as Management Co-Chair, but the CMT needs another worker member first to maintain quorum.	
<b>4.2</b>	<b>TOR Updates</b>	In progress.	
<b>4.3</b>	<b>JHSC Certification Training</b>	In progress.	

**Frost Joint Health & Safety Committee**

January 19, 2026

**Room 252**

**Meeting Frost Campus**



<b>5.0</b>	<b>Next Meeting</b>		
<b>5.1</b>	<b>Date</b>	February 9, 2026	
<b>5.2</b>	<b>Adjournment of Meeting</b>	Motion to adjourn meeting at 11:16am.	Moved by MB, seconded by JC.

---

**Vacant**

Co-Chair, Management

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

---

**Heather Broadbent**

(Interim) Co-Chair, Workers

Feb 9, 2026

---

**Date**

---

**Date**

**Frost Joint Health & Safety Committee**  
January 19, 2026  
**Room 252**  
**Meeting Frost Campus**

