

Joint Health & Safety Committee

January 22, 2026

RM C2102.3

Sutherland Campus



MINUTES

Sutherland H&S Committee					
<u>Worker Members</u>		<u>Management Members</u>		<u>Resources</u>	
C	Elane Kalavrias (EK) Co-Chair	R	Bianca Sclipa (BS) Co-Chair	P	Marriah Wickert (MW)
P	Heather Cuthbert (HC)	VP	Marc Patenaude (MPA)		
R	Liam Pearce (LP)	P	Cameron Desormeaux (CD)		
VP	Susan Brown (SBR)	P	Nathan Calder		
P	David Vasey (DV)				
P	Joanne Tully (JT)				
P	Sarah Mackie (SM)				
P	Candace Gainer (CG)			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
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 					
<u>Upcoming Meetings</u>					
February 26, 2026	March 26, 2026	April 23, 2026	May 28, 2026	June 25, 2026	
<u>Legend</u>					
CMT: Committee	H&S: Health & Safety	WSIB: Workplace Safety and Insurance Board		JHSC: Joint Health & Safety Committee	

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Item	Agenda Topic	Discussion	Action By/Decision
1.0	Meeting Called to Order	9:08 a.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, seconded by HC.
1.3	Review of Minutes and Approval	December 2025	December minutes moved by HC seconded by SM.
2.0	Report Review		
2.1	Accident Reports		
	2.1.1 Review of lists	Student: 4 Staff: 1 The CMT discussed the Accident Reports.	
	2.1.2 Review of Near Miss	All: 1 The CMT reviewed a Near Miss report concerning an employee tripping on the stairs near the cafeteria and noted that the stairs are already included in capital planning considerations. The CMT discussed the process for	The H&S department will investigate this incident further.



<p>2.2 Inspection Report</p>	<p>WSIB reporting for students and employees.</p>	
	<p>2.2.1 Items noted for JHSC review</p>	<p>Inspection# 01266 – note #9, has been converted to a Work Order.</p>
	<p>2.2.2 Upcoming and Outstanding Inspections</p>	<p>The CMT discussed the upcoming and outstanding inspections.</p>
		<p>The CMT discussed closing outstanding inspection items from prior years.</p>
		<p>BS and SBR completed the September 2025 inspection and will add those notes to ebase.</p>
		<p>The CMT will investigate outstanding inspection items from previous years by working in pairs during the March 2026 in-person JHSC meeting.</p>
<p>2.3 H&S Assessments</p>		
	<p>2.3.1 Review Reports</p>	<p>No new reports.</p>
	<p>2.3.2 Initial Health & Safety Inspection</p>	<p>The CMT discussed what an Initial Health & Safety Inspection entails, when it is required, and how JHSC members have the opportunity to attend</p>
<p>2.5 H&S General Review</p>		
	<p>2.5.1 JHSC Roles and Responsibilities</p>	<p>The CMT reviewed JHSC Certification Training, including Part 1, Part 2, and Refresher training, and discussed the associated legislation.</p>
	<p>2.5.2 Good News Stories</p>	<p>The CMT took turns sharing a few good new stories.</p>



<p>3.0 New Business</p>			
<p>3.1 Annual Sutherland Fume Hood Assessment Results</p>		<p>The CMT reviewed the Annual Sutherland Fume Hood Assessment Results.</p>	
<p>3.2 Winter Weather Safety Reminder</p>		<p>The CMT reviewed the Winter Safety Reminder email that was sent to Fleming employees and students.</p>	
<p>3.3 JHSC Certification</p>		<p>The CMT reviewed the JHSC Certification spreadsheet and discussed members' interest in the training.</p>	<p>AH to make the following updates to the JHSC Certification spreadsheet:</p> <ul style="list-style-type: none"> - DV is interested in starting Part 1. - SM is interested in starting Part 1 - EK is interested in the refresher training after May 2026.
<p>3.3 JHSC Certification</p>			<p>CMT members are to connect with AH when they are available to take the training.</p>
<p>4.0 Outstanding Items from 2025-2026</p>			
<p>4.1 TOR Updates</p>		<p>In progress.</p>	<p>To be added to the March agenda for further discussion.</p>
<p>4.9 Hand Sanitizer</p>		<p>Item closed.</p>	<p>Handwashing is the most effective method for controlling the spread of germs.</p>
<p>4.10 Questions for the Manager, Security</p>		<p>Item closed.</p>	<p>AH will advise Charles that the CMT would like to discuss the following:</p>

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	& Emergency Preparedness		<ul style="list-style-type: none"> • The risk of violence across the college, with particular attention to front-line workers • Review of the Violence Policy • Safety Phones • Fleming Safe App <p>CMT members are to post any additional questions for Charles in the Sutherland JHSC Teams channel.</p>
5.0	Next Meeting		
5.1	Date	February 26, 2026	
5.2	Adjournment of Meeting	Motion to adjourn meeting at 10:32 a.m.	Moved by HC and seconded by SM.

Bianca Sclipa
Co-Chair, Management

Feb/26

Date

Elane Kalavrias
Co-Chair, Workers

February 23rd 2026

Date