

Frost Joint Health & Safety Committee

April 20, 2026

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

Frost H&S Committee					
<u>Worker Members</u>		<u>Management Members</u>		<u>Resources</u>	
C	Heather Broadbent (HB) (Interim Co-Chair)		Vacant - Co-Chair	VP	Marriah Wickert (MW) R*
P	Michael Benedict (MB)	P	Nathan Calder (NC)		
R	Michlynn Short (MS)	P	Jon Carter (JC)		
P	Jordan Dysart (JD)				
				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: ■ Responsiveness ■ Innovation ■ Collaboration ■ Inclusiveness ■ Accountability					
<u>Upcoming Meetings</u>					
May 11, 2026	June 2, 2026				
<u>Legend</u>					
CMT: Committee	HHL: High Hazard Lab	HE Building: Heavy Equipment Building	ACM: Asbestos Containing Material	ESA: Electrical Safety Association	

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Item	Agenda Topic	Discussion	Action By/Decision
1.0	Meeting Called to Order	By HB at: 10:30a.m.	
1.1	Quorum Confirmed	Quorum Met: ☒ Yes ☐ No	
1.2	Adoption of Agenda	The CMT discussed adoption of agenda as meeting guide.	Moved by MB, seconded by JD.
1.3	Review of Minutes and Approval	March 2026	Approved by JD, seconded by JC.
2.0	Report Review		
2.1	Accident Report		
	2.1.1 Review of lists	The CMT discussed the Accident Reports. Employees: 1 Students: 4 The CMT reviewed the Accident Reports and noted that the information is drawn directly from forms completed either by the individual reporting the incident or by a member of the Security Team.	
	2.1.2 Review of Near Miss	Near Miss: 0	
2.2	Inspection Reports		
	2.2.1 Items Noted for JHSC Review	No new notes to review.	

	2.2.2. Upcoming and Outstanding Inspections	The CMT discussed upcoming inspections. The CMT discussed that HHL inspections are conducted more than once per year. The CMT discussed grounds inspections.	The CMT determined that grounds inspections should be conducted later in the year than March, as the ground may still be covered by snow at that time.
2.3	H&S Assessments	2.3.1 Review Reports The CMT discussed the March 30, 2026 Pinchin Asbestos and Lead Test Results for the HE Building, which were shared in the Frost JHSC Teams channel. The CMT reviewed the report findings, including the accompanying photos. The CMT discussed asbestos exposure impacts to current and retired employees, re-entering the HE Building, and the CMT's authority to make recommendations to the employer. The CMT discussed the importance of encouraging anyone with concerns about asbestos exposure to complete an incident report. The CMT discussed the reports related to the work being conducted in the Frost 200 Wing, which were shared in the Frost JHSC Teams channel.	The asbestos-containing material will be addressed through Type 2 abatement. Any photo examples the CMT has of flaking paint are to be sent to the Safety Department.

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2.5	H&S General Review 2.5.1 JHSC Roles and Responsibilities 2.5.2 Good News Stories	The CMT discussed the JHSC Roles and Responsibilities Lesson One – JHSC Certification Training. The CMT noted that the recognition of ACM in the HE Building marks an important first step toward addressing and improving the situation.	
3.0	New Business 3.1 JHSC Meeting Confirmation and Format	The CMT discussed that the JJHSC meeting will take place on June 2, 2026, in the morning at the Sutherland Campus. The Safety Department will present the H&S Dashboard and is currently working to secure a guest speaker from ESA.	
4.0	Outstanding Items 4.1 JHSC Member Vacancies 4.2 TOR Updates 4.3 JHSC Certification Training	In progress. In progress. In progress	

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5.0	Next Meeting		
5.1	Date	May 11, 2026	
5.2	Adjournment of Meeting	Motion to adjourn meeting at 11:41am.	Moved by MB, seconded by JD.

Vacant

Co-Chair, Management

Heather Broadbent

(Interim) Co-Chair, Workers

Date

Date