

AGENDA

September 24, 2026
9:00a.m. – 10:30a.m.
C2102.3
Meeting Chair: Elane

1.0 Meeting Called to Order

- 1.1 Quorum Confirmed
- 1.2 Adoption of Agenda
- 1.3 Review of Minutes and Approval – [June 2026](#)

2.0 Report Review

- 2.1 [H&S Incident Report Dashboard](#) ☒ Yes ☐ No
 - 2.1.1 Review of lists
 - 2.1.2 Review of Near Miss
- 2.2 [Inspection Report](#) ☒ Yes ☐ No
 - 2.2.1 [Items noted for JHSC review](#)
 - 2.2.2 Upcoming and Outstanding Inspections
- 2.3 H&S Assessments ☒ Yes ☐ No
 - 2.3.1 Review Reports – [Industrial Hygiene Results](#)
- 2.4 Policy and Procedure Review ☐ Yes ☒ No
- 2.5 H&S General Review ☒ Yes ☐ No
 - 2.5.1 [JHSC Roles & Responsibilities – 2026/2027 Review](#)
 - 2.5.2 Good News Stories

4.0 Outstanding Items from 2025-2026 ***Starred items will not be discussed unless requested***

	Item	Explanation of Item	Completed
4.1	TOR Review (To be added to March 2026 Agenda for further discussion)	CMT to review the current Terms of Reference (TOR). Any recommendations, as per their individual review, are to be communicated via email to committee co-chairs. Please ensure safety@flemingcollege.ca is cc'd and that your review is completed prior to your subsequently scheduled JHSC meeting. All recommendations received, will be reviewed, and actioned collectively by JHSC co- chairs. EK presented recommendation to change TOR language of “Certified member” from inspections. Further reviews required by other co-chairs, before TOR changes adopted. EK recommends getting release time for members available in writing. MW recommends having release time specific to JHSC roles added back into the TOR.	☐ ☐ ☐
*4.2	Employer Recommendation	EK to review files for drafted recommendation to the employer to recommend they include H&S standing item for all meeting agendas. (Carry forward Item 4.19 from 2024–2025)	☒

*4.3	Potential magnetic fields signage	MM and DV to investigate getting signage for the carpentry shop regarding potential magnetic fields due to large voltage machinery. (Carry forward Item 4.27 from 2024–2025)	☒
*4.4	Increase in Ampule Use Incidents	EK to assist the H&S department with review of past JHSC minutes for information related to ampule use. (Carry forward Item 4.31 from 2024–2025)	☒
*4.5	First Aid Kit Seals	CD to investigate options for First Aid Kit seals and report back to the CMT. (Carry forward Item 4.33 from 2024–2025)	☒
*4.6	Flow of Foot Traffic: Staircase Near Cafeteria	MW will investigate potential controls to reduce the risk of foot traffic congestion.	☒
*4.7	Inspection Schedule 2025-2026	AH to complete the 2025-2026 Inspection Schedule.	☒
*4.8	Garbage and Recycling Receptacles	CG to conduct further review and determine the necessary next steps, which may include the issuance of a recommendation to the employer.	☒
*4.9	Hand Sanitizer	CMT discussed the need for increased hand sanitizer around the campus to prevent the spread of illness during cold and flu season. AH to investigate this for further discussion.	☒
*4.10	Questions for the Manager, Security & Emergency Preparedness	The CMT will send any questions they have for Charles to CD through the Sutherland JHSC Teams Channel.	☒
4.11	JHSC Certification Training	EK to take the JHSC Refresher Training after May 2026.	☒
		HC to inform H&S of her availability to attend JHSC Certification Training	☒

*4.12	IRS Stories	AH will create a post in the Sutherland JHSC Teams channel to encourage CMT members to share positive IRS stories for further discussion.	☒
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