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Facilities Management Boardroom

Minutes of the Administrative Units Safety Sub-Committee meeting held on December 3rd, 2020.

Meeting opened at 11:00 AM (Virtual Meeting). The following were in attendance:

Patrick Farmer	Kevin Trudeau	Andrew Baker
Valerie Wadman	Derrick Colburn	Matt Dickinson
Roberta Graham	Greg Knight	

Regrets:

Guests:

Roll Call: Koren recorded the names in attendance

1.0 Approval of Minutes of Last Meeting

Minutes of the September 17th, 2020 meeting approved.

2.0 Outstanding Items from Previous Meeting

First Aid Valerie to meet with Kevin regarding First Aid. Changes to First Aid is on hold by Labour due to the Pandemic.

Annual Report Completed

Action: No Further Action Required

Hazard ID Please review. Please advise if any need to be updated and report back at the next meeting.

Action: No Further Action Required

3.0 Review of information from JOHSC and Monthly Updates

JOHSC Committee Documentation

Valerie Wadman

The JOHSC committee met in September. Valerie Wadman advised that work is continuing on online training, in consultation with Kevin Kelloway. Valerie will continue to update the committee.

Action: Ongoing

4.0 Injury and Incident Reports

7.0 Date and Time of Next Meeting

The 2021 Administrative Units Safety Sub-committee meetings will take place on the third Thursday of each month, at 10:30 am, in the Facilities Management Boardroom, as follows:

January 21st, 2021 February 18th, 2021 March 18th, 2021 April 15th, 2021

May 20th, 2021 June 17th, 2021 September 16th, 2021 October 21st, 2021

November 18th