Agenda Joint Health & Safety Committee

Date: 2013/04/24 Time 12:00 Location F-216

Members:

- ❑ - Loïc B Boyer (Safety & Security)
- ❑ - Jeff Johnston (VCTA)
- ❑ - Danielle Villemaire (Human Resources)
- ❑ - Evelynne Barten (VCSPA)
- ❑ - Linda Macpherson (Student Services)
- ❑ - Susan Bissonnette (AVCP)
- ❑ - Academic
- ❑ - Matthew Silva Foley (VCSA)

Invitees: _____

Attached Documents: _____

Documents to bring: _____

Subjects	Person Responsible	Time allotted (estimate)
1. Adoption of Agenda		
2. Follow-up : Quorum Vote	Loïc	
3. Follow-up : E-4 classroom	Loïc	
4. Follow-up : Career & Science Showcase concerns	Evelynne	
5. Follow-up : Memo introducing JHSC and its members to the community	Danielle	
6. Follow-up : JHSC Email	Loïc	
7. Training needs	Committee	
8. Action Plan	Loïc	
9. Monthly incident reports	Danielle/Loïc	
10. Minor injuries during evening	Linda	
11.		
12.		
13.		
14.		
15. New business		
16. Varia		
17. Next meeting		
18. Adjournment		

Don't forget to prepare yourself for the meeting

Be aware and informed of the subjects in the agenda	Be ready to report on mandates that were assigned to you	Communicate with your colleagues the information from and to the committee