

**ATHLETICS & RECREATION
JOINT HEALTH AND SAFETY COMMITTEE
MEETING MINUTES**

Thursday January 20, 2022 at 11am
Teams

- Acceptance of agenda
 - Kristen Fontaine
 - Tyler Deir

- Acceptance of minutes of last meeting: **December 9, 2021**
 - Ryan Bennett
 - Duane Parliament

- Business Arising from previous minutes
 - Full-time SFA with CPR C course planning
 - Duane and Kristen to connect on planning schedule for full-time A&R staff SFA with CPR C course
 - Potentially looking at week of January 24-28 or January 31-February 4 (depending on government restrictions)

- Monthly Incident reports
 - No Incident reports related to staff or member injuries
 - Kristen Fontaine to write SOP for Staff Injury
 - To be presented at next JHSC meeting for approval

- Building Inspection Update
 - Inspections continued to be done on schedule - Fire Extinguishers, AEDs, First Aid Kits etc.

- New Business:
 - JHSC secretary + vacant management representative
 - Kristen Fontaine to take on role of JHSC secretary
 - Indoor Facility update
 - Annual basket inspections – ensuring all mechanisms are working correctly/safely

- Building remains closed
- Re-opening plan
 - No changes to current reopening plan
 - Awaiting announcements from governing bodies for further instruction on reopening restrictions
- PPE & Cleaning equipment – Duane
 - Carpets being steam cleaned in studios and fitness zones
- Emergency Action Response Plan – Kristen
 - To be sent out to JHSC to review on Thursday January 20, 2022
 - Review and edits made by Monday January 24, 2022
 - Brought to SMT meeting on Tuesday January 25, 2022 by Duane
- Risk Management Committee – Duane/Kirsty
 - Duane/Kirsty to inquire with SMT/Leslie Dal Cin with regards to Risk Management Committee

Next Meeting will be Thursday February 17, 2022, at 11am on Teams.

Signed by Co-Chairs: Tyler Deir and Duane Parliament