

JOINT OCCUPATIONAL HEALTH & SAFETY COMMITTEE

September 18, 2014

1:00pm to 2:00pm

3825 Joseph Howe Drive – Room 106

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**Meeting Called By:** Margie Lamb (Co-Chair)

**Participants:** JOHSC Joseph Howe Drive Site

**Attendees:** Dr. Brenda Sabo – Guest Speaker of Fatigue Management Session, Ashley Smith – CDHA Safety Officer, Margie Lamb, Trish LeClair, Darla Bailey, Nicole Dawson

**Regrets:** Wendy Hutchison – CDHA Safety Officer, Laurie MacNeil, Marlene Berry, Bernadette O’Neill, Julie Lall-Phillips

**Minutes:** Nicole Dawson

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**1. Meeting Called to Order**

- **Attendance Record Taken & Documented**
  - Attendance taken by Nicole Dawson.
- **Quorum**
  - Quorum was met.
- **Approval of Minutes from Previous Meeting**
  - August minutes approved by all.
- **Approval of Agenda**
  - Agenda approved by all.

**2. Business Arising from Previous Minutes**

- None.

**3. Review of Incidents/Accidents and Prevention Measures Taken**

- Nothing to report.

**4. Review of Workplace Inspections Compliance, Reports and the Status of Recommendations and Corrective Actions**

- Nothing to report.

**5. Review of Investigations, Work Refusals, Monitoring and Testing. Recommendation and Status.**

- Nothing to report.

**6. List and Review of Identified Workplace Hazards within the Facility; Review and of Written Safe Procedures/Practices and Protection Measures for Identified Hazards**

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- Nothing to report.

**7. Review of Policies from Policy Committee**

- Nothing to report.

**8. New Business**

- **Fatigue Management**
  - Overview given by Dr. Brenda Sabo. Discussion with guest and committee members in relation to Continuing Care and Fatigue Management.
- **Refresher Training**
  - Nothing to report.
- **Emails for Others Attending Meetings**
  - Nothing to report.

**9. Round Table Discussion**

- Nothing to report.

**10. Meeting Adjournment - Next meeting October 16, 2014, 1-2pm, Room 106).**