

**PSAC NRC Minutes of the Health and Safety Committee Meeting
September 19th, 2018 – Ottawa Regional Office**

Present

Imre Bene (Chair), Robert Basque (Secretary), Anna-Marie Melanson, Roddie Dafoe, Grace Morgan, Virgil Chin, Jean Lalonde, Kim Haeck, Marc Beland (PSAC Rep).

Call to Order

The meeting was called to order at 5:30 p.m. by Imre Bene.

Approval of Agenda

The modified agenda was moved by Bob, 2nd Roddie, approved.

Approval of Previous Minutes

The amended minutes of the June 20th meeting were m/s by Bob/Anna-Marie, approved.

Welcome

Imre welcome everyone in attendance.

Old agenda item

Swags:

Due to the absence of Sylvie who is overseeing the purchase of swags, no full update was provided. The chair mentioned that the committee will move forward with ordering 500 pens once it has confirmation that funding is available.

Regional H&S conference:

Imre mentioned that the agenda for the conference is almost completed, still some confirmation regarding guest speakers to be confirm.

A meet & great is being planned for the first evening at the Lone star.

Imre asked Marc to inquire via the regional office into the process\timelines associated with the submission of resolution related to H&S.

Imre asked if anyone was interested to be part of the resolution committee and the following members express an interest; Bob, Anna-Marie and Roddie

New agenda item

AGM:

The AGM is schedule for November 21st (location to be confirmed).

Position of Chair and Vice-chair are open.

Some minor changes to the committee TOR will be submitted (term for Chair, Vice-Chair and minor changes associated to finances (budget).

Budget: 3 years cycle

Imre presented on the committee proposed budget,

Yearly amount \$3500.00,

	1 st year	2 nd year	3 rd year
Meals	1600.0	1650.0	1700.00
Swags	333.33	333.33	333.33
ODLC	500.00	500.00	500.00
Outreach	300.00	300.00	300.00
Other events	300.00	300.00	300.00
Disc	250.00	250.00	250.00
Misc	150.00	150.00	150.00

ODLC award dinner:

The committee is again thinking of attending this year and possibly reserve a table if enough members are interested. The event will be on Monday November 28th.

Round Table

Jean was wondering if there was any update on the CLC regs update.

Jean also wondered when PSAC would push the AED agendas when in discussion concerning changes to CLC.

Roddie mentioned that UNE is hosting its H&S Conference in Oct. approximately 100 delegates will attend.

Imre mentioned that the committee would ask if it can set-up a table to advertise the committee, Kim volunteer and Bob to check with Gary.

End of business.

Adjournment

The meeting was adjourned at 19:00 p.m.

Next meeting scheduled for October 17th, 2018 at the Gateau Regional Office.