



**Accessibility and H&S Sub-Committee Meeting
Wednesday, February 14th, 2024
12pm
Via Teams Meeting**

RECORD OF DECISIONS

Via Teams: N. Prier (President), C. Goldberg, L. Spek, M. Wylie

Regrets:

Staff via Teams: J. Hutt (Senior Advisor to the President), S. Cousineau (Administrative Assistant)

1. Opening of the meeting

Meeting was officially called to order at 12:10pm.

2. Approval of Agenda

Be it resolved that the February 14th, 2024, Agenda be approved.

Moved by: C. Goldberg

Seconded by: L. Spek

In favour: 3

Opposed: 0

Abstentions: 0

Motion carried.

3. Choosing a Chair

The Accessibility and H&S committee agreed to have a Chair and Vice-Chairs. Be it resolved that C. Goldberg is now Chair, M. Wylie is Vice-Chair Accessibility and L. Spek is Vice-Chair Health and Safety of the Accessibility and H&S Sub-Committee.

Moved by: L. Spek

Seconded by: C. Goldberg

In favour: 3

Opposed: 0

Abstentions: 0

Motion carried.



4. Discussing terms of reference

- The Sub-Committee will be drafting the ToRs and present them at the next meeting.
- C. Goldberg suggests we have a working group or have about 6-12 committee members.
- L. Spek agrees with the working group idea and mentions the groups could be specified such as: Accessibility Group, Health & Safety Group.
- C. Goldberg brings up an engagement plan for CAPE members.

N. Prier joins the meeting.

- C. Goldberg suggests that the committee have guest speakers.
- CAPE will be hiring an Administrative Assistant Coordinator/Accessibility Resource person.

5. Scheduling of meetings for 2024

Committee members will be sharing their availabilities with the group.

6. Discussing the call for volunteer members

Discussed during the ToR discussion. K. Theriault to oversee the callout.

7. Closing of meeting

The meeting was adjourned at 1pm.

The above minutes are accepted as a true representation of the Accessibility and H&S Sub-Committee meeting held on February 14th, 2024.