**Call to Order:**

**Committee Member Attendance:**

Donna Drover, Co-Chair and Management Rep [x]  Rod Fayant, Co-Chair and PPWC Rep [ ]

Rob Macrae, SCFA Rep [x]  Niki Menard, PPWC Rep [x]

Kerry Clarke, Management Rep [x]  Rhonda Schmitz, Management Rep [ ]

Jason Dacosta, SCFA Rep [x]  Jim Leitch, BCGEU Rep [ ]

Jennifer Pascoe, PPWC Rep [x]  Paul Rodrigues, PPWC Rep [x]

Kirsten Gear, BCGEU Rep [x]  Ron Zaitsoff, Management Rep [x]

Emily Moorhead, Minute Taker [x]

**Review and adopt previous meeting’s minutes of 11/10/2020.**

Approved [x]

Declined [ ]

**Approve Agenda:**

Additions [x]

Nothing to add [ ]

**Old Business:**

1. Review action items from previous meeting
	* ARIC inspection has been added to the shared drive. Work orders were required, and Donna will follow up on these action items.
	* S:Drive has been updated.
	* Kerry sent out the rate trends over the past five years.
	* Paul has samples of tread coming in that will be tested for the stairs outside the cafeteria.
2. Stats Update: First Aid and WCB – Donna
	* There were two employee first aids and one student first aid for the month of November.
	* Yearly stats:
		+ 4 employee and 4 student first aid reports in Castlegar.
		+ No employees and 1 student first aid report in Nelson
		+ 1 employee and 1 student first aid report in Trail.
		+ No new claims that have been accepted. Two new claims have been submitted, and we are waiting on approval. Both are repetitive strains. For the year that have been six accepted claims, two that were denied and two pending.
3. Review of WCB net rate information for previous 5 years – Kerry
	* *Report distributed to members prior to meeting for review.*
	* The rate at Selkirk College is .25, which is very low.
4. Review October Inspection Reports
	* Gym – Rhonda Schmitz
		+ Moved to January
	* Kokanee Block – Rob Macrae
		+ Group inspection took place in November.
		+ Report was submitted to the Committee for review. Work orders are being completed.
		+ The geology lab storage room requires a big clean.
			- It was suggested to involve the Dean to facilitate the clean up.

**Action:** Donna to follow up with the Dean from program to begin the process of cleaning the geology lab.

* + Maintenance Building, Valahalla, Pumphouse and Treatment Facilities – Rod Fayant & Jim Leitch
		- Moved to January
	+ Administration Building and Purchasing/Mailroom – Donna Drover
		- The fan above the printer is very loud, and employees are concerned about hearing loss after long-term exposure.
		- Shrink wrap contains a small odor, and proper ventilation is required.
			* Donna is following up with Ron for an MDS sheet.
	+ Lardeau Blocks – Jen
		- L15, L18 and Lardeau custodial closet were of concern, and Ron has addressed the issues per the report.

**New Business:**

1. Covid-19 Update (Standing Item) – Kerry
* Current orders have been extended to January 8. The College is currently in compliance and no further action is required.
* The Cube climbing wall in Nelson is open – it is leased by a third party operator.
	+ - * Kerry is working on halting this service, like gyms.
1. JOHS Committee Annual Evaluation Report – Donna
	* Form is on the WCB website.
	* Common practice is to complete the form individually and then review the report as a group.

**Action:** Donna will send out the link, and each member will complete the form. The committee will review the reports as a whole in February.

1. Black Widows on campus – Kirsten
	* A black widow was found in the women’s bathroom in the Sentinel wing.
	* There is a section on the Health & Safety that houses alerts. If anyone would like to write up a cautionary note, it can go on the website.
2. OHS Training for JOHSC members within 6 months – Kirsten
	* Jim will need complete the training.
	* There are many resources for training on the WorkSafe website that are online that members can access.
* Sophie’s position will be filled.
* For exams, both the student and the instructor will be required to wear a mask if the student asks a question.
* Current protocol will be sent out to instructors for exams.