



Castlegar JOHS Committee Minutes
September 18, 2018
Sentinel 118, 1-2 pm

Call to Order:

Committee Member Attendance:

Arleen Gallo, Co-Chair and Management Rep <input checked="" type="checkbox"/>	Niki Menard, Co-Chair and PPWC Rep <input type="checkbox"/>
Rob Macrae, SCFA Rep <input checked="" type="checkbox"/>	Barb Ihlen, Management Rep <input type="checkbox"/>
Rod Fayant, PPWC Rep <input checked="" type="checkbox"/>	Rhonda Schmitz, Management Rep <input checked="" type="checkbox"/>
Donna Drover, Management Rep <input checked="" type="checkbox"/>	Jason Dacosta, SCFA Rep <input checked="" type="checkbox"/>
Jennifer Pascoe, PPWC Rep <input checked="" type="checkbox"/>	Jodie Reay, PPWC Rep <input checked="" type="checkbox"/>
Paul Rodrigues, PPWC Rep <input type="checkbox"/>	Brad McVittie, BCGEU Rep <input checked="" type="checkbox"/>
Ron Zaitsoff, Management Rep <input checked="" type="checkbox"/>	Emily Moorhead, Minute Taker <input checked="" type="checkbox"/>

Review and adopt previous meeting's minutes of 7/3/2018.

Approved
Declined

Approve Agenda:

Additions
Nothing to add

5. Sig Room Incident Report

6. S113 Fire Exit Incident report

Old Business:

- Inspection Reports (Inspection reports for previous years are available in the shared committee folder on the s:drive)
Maintenance building, Valhalla Center, Pump house, treatment facilities (July) – Ron and Paul Kokanee and Lardeau Block (September) – Rod Fayant/ Rhonda Schmitz

- July Inspections: Date was picked, but has yet to be completed. The new date has yet to be determined.

Action: To go back on the reminder list – to be completed by next meeting.

- September Inspections: Outstanding

Action: Not yet completed- to rebook.

Previous Action Items:

Action: Jodie to create a Radon testing schedule, similar to Health and Safety Inspection schedule – carried from last meeting. Jodie is waiting to hear back on price for testing. Jodie to distribute to Committee once quote received.



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- Stats Report (Standing Item) – Donna and Jodie
 - No new WCB claims over the summer months.
 - One report end of last week (week of September 10) and paperwork submitted to Donna. No lost time incurred – employee on modified duties.
 - Rob reported to Committee on incident report in Nursing Lab. Solution is to create more storage to eliminate the barrier in front of the white board. OH&S to work with Nursing to create a new plan. Site specific orientation was discussed as well as the role of Supervisors providing the proper orientation and training.

Action: Meet with Deans and Chair to create a solution to assist with orientating employees and creating solutions. Focus on training inspectors. Utilize a WCB template based on the 7 recommendations laid out in Rob's report.

Previous Action Items:

Rob, Arleen and Teresa to complete an investigation re: rib fracture. Completed
Arleen, Rod and Jon L to complete an accident investigation re: cut finger. Could not get ahold of the employee. Knife training to be introduced into the staff orientation as well as the use of safety gloves.

- Chalkboards in Classrooms – Everyone to read report for review at meeting
 - Report submitted by Rob – there is concern of exposure to fine particular matter (chalk).
 - Risk was found upon inspection in terms of respiratory particular matter.
 - Recommendations outlined in the report.

Action: Perform an air quality test in high-usage classrooms to assess severity and subsequently investigate alternatives to chalkboards if there is a need.

- Lights outside U6

Mike has recently replaced a bunch of lights outside U6.

- Rod: Left hand side of the gym the lights are still out.
- Ron reports the custodians have given the "okay."

Action: Continue to assess the lights.

- Work Alone Update

- Three work alone apps were tested by Jodie and Donna. Two trials were completed on their favourite app (Ok Alone app). With this app you can customize plans based on department and individual's work day.
- Issues surrounding of breach of employee confidentiality and FOIPPA raised.

Action: Donna to investigate Confidentiality, and if Canadian based company and then to trial with Gym Attendants. If successful proceed with Custodians and Library Staff.

- Co-Chairs and Alternates - Arleen/Niki



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- Niki and Arleen to step down as Co-Chairs.
 - Donna has volunteered to Co-Chair.
 - Rod has volunteered to Co-Chair.
 - Gophers (Standing Item):
 - Message sent out not to feed the gophers.
 - Noted to be proactive versus being reactive next year.
- Action: Rhonda to ask Shana or Danny to have international students not feed the gophers. There have been 3 or 4 rabies cases in BC. Message sent out – Completed.**
- Smoking
 - What communication will the college be providing regarding the legalization of cannabis?
 - Institution is not going smoke free, based on research investigating oppression and stigmatization around those who smoke.
 - Grant from National Research Institution received to engage in the exploring the culture of smoking on Campus. Rhonda suspects this is a five year plan resulting in inclusion and finding a space for the individuals and not complete elimination of smoking on campus. Cannabis is not allowed on Selkirk proper with the exception of residences. Once this is legal (Oct 15 aim date) a space will be created; behavior will be managed, much like alcohol consumption in the residence.

Action: Ron to look into designated smoking gazeebos.

New Business:

1. Review Fire Drill
 - Fire drill went well. Feedback was positive. People were moving to proper assembly areas and moving quickly.
 - Questions raised: What warden does one report to? Vendors still working during the drill – are employees/ wardens to stop them? Can't hear alarm ringing when standing outside.
 - Unsure when warden should report to Deputy Warden because wardens don't know if they've conferred with all

Action: List of Wardens on the "clipboard." Donna and Jodie investigating the use of Alertus to improve communication in drills and emergencies.

2. Accident Investigation
 - Accident Investigation training took place last February on campus.

Action: Supervisors to take the Accident Investigation training – session to be created. Bring forward to Deans and Chairs to make the training mandatory.



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3. Information sharing: Teck safety article
 - Rob has put the information into the “buckets” on the “S” drive.
4. Information sharing: Rob Macrae’s meeting with Kerry Clarke
 - Rob has put the information into the “buckets” on the “S” drive.
5. Incident Sig Room Report (Jen):
 - Old student threatening and abrasive in her actions.
 - UCIPP Form completed and submitted. If other incidents had been reported, this instance could have been prevented.
6. Incident S-113 (Rob):
 - Fire exits locked from the inside when they should not be.
 - Have to push on the door firmly.

Action: Door to be serviced. Additionally, it may be beneficial to look into all other emergency exits to ensure they are properly functioning. Continue to report any hazards according to hazard reporting procedures on my.selkirk.ca in order to ensure quick remediation.

Addition Geology lab in Monashee (M-20) needs an eye wash station. Jen to email Jodie for follow up.

Next Meeting: November 13, Sentinel 118

A handwritten signature in black ink that reads "Donna Drover".

Approved by Co-Chair – Donna Drover/Rod Fayant