**Call to Order:**

**Committee Member Attendance:**

Sophie Connelly, Co-Chair & Management Rep  Rod Fayant, Co-Chair and PPWC Rep

Rob Macrae, SCFA Rep  Donna Drover, Management Rep

Niki Menard, PPWC Rep  Rhonda Schmitz, Management Rep

Kerry Clarke, Management Rep  Jason Dacosta, SCFA Rep

Jennifer Pascoe, PPWC Rep  Paul Rodrigues, PPWC Rep

Ron Zaitsoff, Management Rep  Emily Moorhead, Minute Taker

Kirsten Gear, BCGEU Rep

**Review and adopt previous meeting’s minutes of 6/9/2020.**

Approved  Minutes are approved as presented.

Declined

**Approve Agenda:**

Additions  Item #5 under New Business.

Nothing to add

**Old Business:**

1. Inspection Reports (Inspection reports for previous years are available in the shared committee folder on the s:drive)

* Inspections have been suspended until operations resume in September.
* A schedule of the inspections that have been missed will be created and distributed.

1. Stats Report (Standing Item)
   * Two first aids for the month:
     1. An employee in Trail tripped and fell, requiring stitches. This resulted in a WorkSafe claim.
     2. An employee on a College guided hike in Castlegar experienced knee pain and received first aid treatment. No further action was taken.

**New Business:**

1. Covid-19 Update (Standing Item)
   * Kerry received the ‘Go Forward Guidelines’ from the Ministry. This is a confidential document at this time, but provides guidance for the College for the fall.
     + Our opening guidelines (SWP, ECP) are within the requirements of the document.
     + Student housing was mentioned – 12 beds will be left vacant at both Castlegar and Nelson.

* Signage at the College is more than what is required.
* The College is looking to have employees and students complete a self-assessment form prior to entering their classes.
* There will be a daily checklist that instructors will go through with their students.
* If there were to be a positive case at a campus, IHA would be involved and take over. There is no concrete process on how to approach a situation.
* Post-Secondary operations is within Phase 3 and is not as high risk as a dental office or hospital.
* The College will be logging their assessments/walk through and cleaning to prove standard of care.
* Health and Safety have provided training/orientation (donning/doffing gloves, protocols, etc.) to instructors who will then in turn train their students. Both instructors and students will need to sign a form establishing they have received the training.
  + If instructors do not feel comfortable training their students, Health and Safety will.
* The College environment will not be welcoming in the sense that there will be no couches or as much seating for students to congregate in the hallways/open areas.

1. New management co-chair

* Sophie is no longer an exempt employee, and the JOHS Committee will require another Chair.

**Action:** Management to discuss the new Chair and report to the Committee.

1. Flu Vaccine Update

* Rod has been in contact with IHA. IHA would like to get the vaccine pushed to all employees and students.
* The Clinic will be held on October 6 at the College.

1. Responsibility of masks

* The College has purchased 6,000 reusable and washable masks. All employees and students will receive a mask at no cost. If a mask is lost, there will be replacements sold, at cost, within the bookstore.
* Students/faculty/staff may be required to wear masks in common areas. This will be determined once the official guidance from the Ministry has been released. There will not be a need in classrooms as they will be set up to facilitate a 6 feet separation.
  + If an employee is working alone in their office it will not be required, but if they are to go to the cafeteria to get lunch, it will be required.
* There were concerns on the efficiency of the masks and if there is a filter layer.
  + The masks the College have purchased are three layered cotton – the inner most layer has a pocket for a filter (which can fit a coffee filter). It meets requirements of not being able to blow out a candle when worn.

1. Social distancing

* The College is discussing several options to promote and encourage social distancing.
* Safety Champions will be wearing social distancing t-shirts to enforce social distancing.
* A guidance document directed at all employees will be released to empower them to broach anyone that is not complying to social distancing rules.