**Territorial Acknowledgment:** *Selkirk College acknowledges the traditional territories of the Sinixt (Lakes), the Syilx (Okanagan), the Ktunaxa, and the Secwépemc (Shuswap) peoples.*

**Call to Order & Committee Member Attendance:**

Donna Drover, Co-Chair and Management Rep  Heather Bishop, Mgmt Rep

Rod Fayant, PPWC Rep  Holly Martin, PPWC Rep

Niki Menard, PPWC Rep  Laura Neigel, PPWC Rep

Kerry Clarke, Management Rep  Tracy Punchard, Mgmt Rep

Marilyn River PPWC Rep  Rhonda Schmitz, Management Rep

Jason Dacosta, SCFA Rep  Jim Leitch, BCGEU Rep

Paul Rodrigues, PPWC Rep  Tracy King, PPWC Rep

Gerald Lightburn, PPWC Rep  Cory Gigliotti, PPWC Rep

Carol Currie, Exempt Rep

**Review and adopt previous meeting’s minutes of 7/28/2022.**

Approved  Previous minutes for June and July to be approved at next meeting

Declined

**Approve Agenda:**

Additions

Nothing to add

**Campus Business:**

Campus Manager update **– Heather –** Surplus furniture no longer blocking the loading bay doors**.** Would like to stay on top of surplus furniture going forward. Would also like to discourage items being left in the hallways with folks cleaning out their offices. Dumping and bear issues at dumpsters in Nelson appear to have been alleviated for now.

**Standing Business:**

1. Review of Old Business
   * Evaluations sent out – please completed in the next two weeks so it can be reported at the next meeting. In December try to do group combined evaluation so we don’t continue to keep asking over and over for the evals to be completed each meeting.
   * For access to minutes they can now also be found posted on myselkirk – under HSE and the JOHS Castlegar tab. See link for reference: <https://my.selkirk.ca/staff/dept/safety/jointoccupationalhealthandsafetycommittee/meetingminutes/> as well as the moodle site. Claire to go into moodle once a month to grab minutes from committee site and post to myselkirk.ca
   * Question about whether there is a physical board to post hard copies of minutes on a board somewhere? Post at each campus? HSE board? Old boardroom at SK? Cory/Laura to find a physical spot to post.
   * BCGEU member request – Jen Cliff-Marks will need to send an email out to BCGEU to find a new member. Nothing new on this item – will move forward to September meeting.
   * Jim is now the successful new member on behalf of Grand Forks. Jennifer Cliff-Marks to find someone for Castlegar. Rob MacRae retiring – will be looking for additional members – Laura & Cory to reach out to Union President – Rob to remain on committee member list until he is done next month.
2. Stats Report: First Aid and WorkSafe – Laura – No first aid in Castlegar, three first aid in Nelson – all minor, no lost time; Bus incident closed by RCMP – report being completed.
3. Three worksafe claims this year – we are currently trending to do better than last year. 1 fall in June where medical aid was requested but didn’t go any further.
4. One near miss in **Castlegar** – lawn mower smoldering fire – all small machinery to now carry fire extinguishers. Gas smell at student housing – off gasing, wind blew smell into room – educating folks about what a true gas leak is. **Nelson** – 3 near miss reports – gas smell, resolved – truck hit an overhang on trades building – small wildfire near the gazebo at Mary Hall, dry grass lit on fire from a cigarette butt – didn’t use dedicated cigarette disposal – luckily contractors saw the fire right away and notified the fire department and put the fire out – was a high wind day. New signage has been erected. **Trail –** open drug use on front step, moved away before anything occurred. Debris in parking lot – this is a leased lot from the city and they have been notified. Near miss reporting forms can be found at myselkirk.ca.
5. Review Inspections: Inspection List on Moodle – Laura to make some changes to the list with changes to current committee members. iAuditor training to be provided to folks by Cory – he will be reaching out to those working on their monthly inspections – July Nelson – Studio and Residence – Martin & Holly; July Castlegar – Pumphouse, treatment facilities, Valhalla, Maintenance – Paul & Donna, August Nelson – SK Floors 1,2,3 – no cafeteria; August Castlegar – Admin, Purchasing/Mailroom – Jason, Kerry, Heather. Donna & Laura Grand Forks, Laura – Kaslo & Nakusp.
6. JOHS Training – let HSE know if you are having troubles with the link and they can help you out.
7. Trail Campus – people are aware of the transfer of ownership – taking formal ownership by end of September 2022 w/ current tenants and school working towards a smooth transition.
8. Myselkirk.ca is undergoing an HSE update for content and improvement for finding items. Currently working w/ marketing – keep an eye out for changes – emergency preparedness, warden training, supervisor training. Making it more user friendly.
9. Standing Items –
   * Flood & fire signage – need to install – water is still high
   * Laura did walk around with FIreSmart folks to identify issues – scheduled to see Silver King next – report forthcoming.
   * JOHS training – link in minutes through moodle and the Worksafe site – everyone should try to get updated and let Laura know when you do to update your training hours.

**New Business:**

* + **Splitting meetings –** September and November will be separate – October and December will be combined.
  + Tree at Silver King identified and waiting to be removed
  + Mid-to-late September for Flu Clinics

Next Castlegar meeting Sept 13th, 2022, Next Nelson meeting Sept 22, 2022.