**Call to Order:**

**Committee Member Attendance:**

Arleen Gallo, Co-Chair and Management Rep [x]  Dave Briggeman, Co-Chair and BCGEU Rep [ ]

Rob Schwarzer, Management Rep [x]  Heather Bishop, Minutes [x]

Martin Keyserlingk, Management Rep [x]  Donna Drover, Management Rep [x]

Holly Martin, PPWC Rep [x]  David Ringheim, BCGEU Rep [ ]

Tracy Punchard, Management Rep [x]  Tarunjit Jassar, Mgmt/Exempt [x]

Ross White, BCGEU Rep [ ]  Steve Perepelkin, PPWC [ ]

Cory Gigliotti, PPWC [x]  Laura Neigel, Exempt Rep [x]

Marilyn Rivers – Nakusp/Kaslo, Exempt [x]

**Review Previous Minutes from February 24th, 2022**

Approved [x]  Quorum for meeting not met.

Revisions Needed [ ]

**Approve Agenda:**

Additions [ ]  See below

Nothing to add [ ]

**Items added to agenda:**

**Inspection by Martin – Parking, Stairs & Lighting**

**Old Business:**

|  |  |
| --- | --- |
| 1. Stats Report (Standing item) – Arleen & Donna
 | One claims – slip, trip, fall – 3hrs lost time- back at work – modified work plan for work – moving forward.One first aid – at gym – cut finger – cleaned and wrapped – nothing further.Premiums just over $85000 – trending down .24 rate so far. |
| 1. Inspections:
 | 2022 Inspection calendar posted to Moodle – each member to review their own assignments and set up an inspection time with their partner.Inspection for March 2022 to be done by Tracy & Laura - Student Residence.iAuditor – PIA in process – going through approval process if process is okay ~10 users from but no premium.Cory Gigliotti helping Laura with iAuditor and building templates. Will be ordering tablets with iAuditor on them that members will be able to use for inspections. – Laura getting clarification on pricing – pilot through Donna’s group. |
| 1. Terms of Reference (Donna)
 | Donna has been speaking with committee members about combining JOHS committees. – Arleen spoke to Dave about his trepidation around combining groups – he is worried that Nelson will not be heard if combined and their needs are different than Castlegar’s – After Arleen spoke to advisor, found the split was informal and necessary to manage between the two groups.Could we try a pilot for a year and see if it works?Can we do one or two combined meetings a yr and keep the others separate?No SCFA rep on committee – need from program in Nelson.Quorum & engagement could become an issue if combined & too many people.Laura suggested the action items are quite similar between the two groups.Expertise from other campuses could be helpful to each other.Rob felt it would be helpful for both groups to have the school chairs on the committee.Nelson feels their meetings are familiar and efficient and that longer meetings could contribute to disinterest from the group and not sure everyone could contribute in a large group.Motion made by Arleen to update TOR – change 2-3 for quorum – Tracy Punchard seconded – all in favor. |
| 1. Combining JOHS Committee (Donna)
 | See above |

**New Business:**

|  |  |
| --- | --- |
| 1. Campus Update – face to face meetings
 | * Face to face meetings – Combined meeting requested
 |
| 1. Chair/Co-chair changes – Arleen/Dave
 | * Rob nominated Dave Ringheim as co-chair
* Arleen needs to be replaced as she has one more meeting then retiring – Tracy to take over in April in the interim.
* Discussion of a rotating co-chair
 |
| 1. KSA
 | KSA Risk assessment – in Feb got info for instructor injured trying to work but cannot go through the metal studio without steel toedboots – with crutches it is too risky.Request to have access to washroom on studio floor so he doesn’t have to go up & down stairs – suggest we come to a practical resolution.Concern over continuation to make additional requests – possible stop work? Taking offline from JOHS & HR resolution  |
| 1. Inspection by Martin
 | 10th Street stairs in cue to be fixed.Rockform on site Apr 6th – suggestion of covering these stairs – visible markers at stairs to see problems. – Parking lot by Mary Hall – cit issue? Tarunjit to follow up.Donna to speak to Kerry to speak to city about pot holes in parking lot. |

Next meeting: April 28th, 2022