**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:**

**Castlegar Committee Member Attendance:**

Donna Drover, Co-Chair and Management Rep [x]  Heather Bishop, Management Rep [x]

Rod Fayant, PPWC Rep [ ]  Niki Menard, PPWC Rep [ ]  Kerry Clarke, Management 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 [ ]  Carol Currie, Management Rep [x]  Cory Gigliotti, H&S Rep [x]  Laura Neigel, Management Rep [x]

Dave Briggeman, Co-Chair and BCGEU Rep [ ]  Rob Schwarzer, Management Rep [ ]  Martin Keyserlingk, Management Rep [ ]  Holly Martin, PPWC Rep [ ]  David Ringheim, BCGEU Rep [ ]  Tracy Punchard, Management Rep [x]  Steve Perepelkin, PPWC Rep [x]  Marilyn Rivers, Management Rep [ ]  Emily Moorhead, Admin [x]

**Review and adopt previous meeting’s minutes of 10/27/2022 (Castlegar & Nelson).**

Approved [x]

Declined [ ]

No changes to minutes presented – not approved as we do not have quorum.

**Approve Agenda:**

Additions [x]  New Business (2) Committee Representation

Nothing to add [ ]

**Campus Business:**

Heather’s Campus update

**Standing Business:**

1. Review of Old Business
	* Evaluations – December meeting will be a combined meeting to do evaluations and a review of committee members responsibility
	* Access to Minutes: my.selkirk.ca – under Health & Safety Department Joint Occupational Health and Safety Committee [Link](https://my.selkirk.ca/staff/dept/safety/jointoccupationalhealthandsafetycommittee/meetingminutes/) or Moodle Resources – Committee & Collaboration [Link](https://my.selkirk.ca/staff/tools/moodleresources/moodlerelatedlinks/#d.en.42645) or on the Health and Safety boards on the campuses.
		+ Minutes will be posted on campus.

**Action** – Tracy to follow up with Jennifer for representation.

1. Stats Report: -Laura-

First Aid and WorkSafe

2 first aid in Castlegar – 2 Referred to Medical Aid, no claims

8 first aid in Nelson – 6 Return to work, 1 RTW/Referred to Medical Aid, 1 sent home (no injury)

Near Miss/ Unsafe Conditions –

9 incidents

* Banged knee while walking in a river, no first aid, went to medical next day
* Inappropriate behavior, counselling
* Public crashed scooter on sidewalk, refused first aid or help
* Burning plastic smell, digital fabrication. Investigating ventilation and running machine unsupervised
* Mural painting, claimed to be sanctioned by city. Asked to leave the property
* Fall on stairs, refused first aid
* Wiring short, request to repair, machine locked out
* Unknown substance found in jerry can inside of building, relocated to safe area
* Trespasser in courtyard before classes, asked to leave the property
* Security form can be included to UCIPP forms when applicable.

Review Inspections:

Inspection List on Moodle

Completed Inspections:

* Admin building & Purchasing-Mailroom – compiling report, issues with Iauditor uploads
* Nothing major to report.
* Shambalah & Residences – Partial completion
* Follow up on common area and exterior of the residences.
* Complex items noted during inspections can be brought forward at the JOHS meeting.

**Action:** Cory to remove “Breaker panel is accessible, with identifiable markings and each breaker is labeled,” on the audit form.

All to review the questions on the audit form to remove any unnecessary tasks.

Out Standing Inspections:

* Maintenance building, Valhalla, pump house & treatment facilities – Donna & Paul
* Lardeau & Bonnington blocks – Niki
* 10th St grounds – Donna & Dave B

**Action:** Laura to connect with Niki for partnership on Lardeau and Bonnington.

1. Standing Items –

 JOHS training

* Completed on the Worksafe site.

**New Business:**

1. Trail Campus
* Transition has gone well.
* New custodial team is onsite and familiarized.
* Meeting twice a week with various employees to discuss any issues.
* Security is on campus 7:30-3:30. Security will be able to lock the doors when completing rounds.
1. Committee Representation
* Membership is not optional. Having a delegate was discussed as an option in the future.

**Action:** Dave will follow up with members who have not been attending consistently.

BCGEU members need to be appointed by the Chair. Heather will send Lena to Jennifer for approval to join the committee.

Next meeting, Dec 13 in person – Nelson, Castlegar or Zoom