



Combined JOHS Committee Minutes

September 28, 2023

Zoom, Silver King Boardroom, Sentinel 118

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, Management Rep

Rod Fayant, PPWC Rep

Niki Menard, PPWC Rep

Kerry Clarke, Management Rep

Jason Dacosta, SCFA Rep

Jim Leitch, BCGEU Rep

Ken Zdebiak, PPWC Rep

Tracy King, PPWC Rep

Gerald Lightburn, PPWC Rep

Carol Currie, Management Rep

Cory Gigliotti, H&S Rep

Laura Neigel, Management Rep

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

Steve Perepelkin, PPWC Rep

Marilyn Rivers, Management Rep

Stacey Ashton, Admin

Review and adopt previous meeting's minutes of 8/24/2023 (Castlegar & Nelson)



Combined JOHS Committee Minutes

September 28, 2023

Zoom, Silver King Boardroom, Sentinel 118

Approved

Declined

Approve Agenda:

Additions

- COVID Update
- Flu Clinic Update
- Power Outages

Nothing to add

1. Campus Update (Heather)

	Action Items
<ul style="list-style-type: none">• Trail security continued through the summer• Nelson and Castlegar security resumed in September	

2. Health & Safety Update (Laura)

	Action Items
<p>Fire Drills</p> <ul style="list-style-type: none">• Fire drills were held at all campuses during September	H&S to create an educational campaign for Alertus and a review of fire warden duties
<p>Victoria Street Campus</p> <ul style="list-style-type: none">• There has been an increase of unhomed population in the courtyard of Victoria St Campus• A homemade weapon was recently found on campus, there was a follow up conversation to advise that Nelson City	

Combined JOHS Committee Minutes

September 28, 2023

Zoom, Silver King Boardroom, Sentinel 118

Police should be contacted if something like this arises again.	
Power Outage <ul style="list-style-type: none"> • Castlegar campus experienced an unplanned outage in September • Alertus was used to notify people on campus that there was no need to evacuate 	Laura to finish drafting power outage procedures (JOHS committee requested that they have time to review the procedures prior to them being posted)

3. Stats Report

	Near Misses	First Aid	WorkSafeBC Claims
This period	8	16	0
This period last year	12	9	
Year-to-date	30	69	11

	Action Items
Near Misses <ul style="list-style-type: none"> • 3 separate reports of incidents in the Victoria St courtyard 	
First Aid <ul style="list-style-type: none"> • Castlegar – 4 students • Trail – 0 • SK – 7 students, 1 staff • Tenth – 5 students • Victoria St – 0 • ARIC - 0 	H&S to monitor for trends and create awareness campaigns to try and reduce injuries
WorkSafeBC Claims	

Combined JOHS Committee Minutes

September 28, 2023

Zoom, Silver King Boardroom, Sentinel 118

<ul style="list-style-type: none"> • There have been 11 claims year to date, none in September • Most injuries resulted from a lack of mindfulness and are slips/trips/falls 	
--	--

4. Inspections

	Action Items
Inspections <ul style="list-style-type: none"> • Inspections for all campuses are complete • Next inspections due June 2024 	

5. Training and Education

	Action Items
October Course Offering: <ul style="list-style-type: none"> • BC Safety Committee Conference – Oct 4 & 5 2023 • www.scc.pacificsafetycenter.com 	All members – if you complete training please report it to H&S for tracking

6. Review of Old Business (Review and updates on outstanding business from previous meeting(s))

	Action Items
JOHS Terms of Reference <ul style="list-style-type: none"> • To be posted on my.selkirk.ca 	Cory to submit marketing ticket
Committee Membership <ul style="list-style-type: none"> • Check desire of members to continue participating with the JOHS committee 	Dave B (BCGEU), Jason D (SCFA), Rod F (PPWC), and Laura N (Employer) to confirm membership.

Combined JOHS Committee Minutes

September 28, 2023

Zoom, Silver King Boardroom, Sentinel 118

7. New Business

	Action Items
<p>Power Outage (Jason)</p> <ul style="list-style-type: none"> • Lower O-wing was quite dark during the power outage, are there any plans to improve lighting? Do we send people home? <ul style="list-style-type: none"> ○ Facilities response: as classrooms and offices are renovated, one light in every space will run off the generator so there will adequate lighting everywhere on campus. ○ We currently have battery powered emergency lights employees should move to areas that don't have natural light before 30 minutes is up. ○ Supervisors should not send employees home unless direction has been provided by the college. • What should custodians do on an evening shift? 	<p>Heather to consult with Laura and advise further</p>
<p>Extension Cords (Gerald)</p> <ul style="list-style-type: none"> • Shared concern regarding general condition and life expectancy of extension cords that could be a fire hazard 	<p>H&S to create an awareness campaign JOHS members & custodians to keep an eye open and report any that are problematic</p>
<p>Tripped Breakers (Donna)</p> <ul style="list-style-type: none"> • Facilities have noticed an increase in the number of staff members resetting tripped breakers, we will be installing locks on all panels. 	<p>Facilities to submit work order to have locks installed on all panels</p>

Combined JOHS Committee Minutes

September 28, 2023

Zoom, Silver King Boardroom, Sentinel 118

<p>Small Appliance Use (Donna & Heather)</p> <ul style="list-style-type: none"> • Use of microwaves and kettles in private offices and certain areas of campus should be removed. Exceptions will be made for Trades Shops. 	<p>Campus Management, H&S to work with Healthy Campus and Marketing to create an awareness campaign, to determine a time frame that allows for change management and proper communication.</p>
<p>Silver King OFA3 (Rob S)</p> <ul style="list-style-type: none"> • It is difficult to find relief tool room attendants with OFA3. H&S has been scheduling an on-call H&S Coordinator to make sure there is adequate coverage, but they don't always know where keys and jump bags are, it would be helpful if there was a checklist and map for them as part of their training. 	<p>H&S to follow up with Rob S</p>
<ul style="list-style-type: none"> • Staff and students have been directed to call 13911 for OFA 1 because the Welcome Centre attendant is not always at their desk. 	<p>Laura to review duties with Welcome Centre Attendant</p>
<p>COVID Updates (Donna)</p> <ul style="list-style-type: none"> • BCCDC will be releasing a communication for the post-secondary sector reminding everyone that they should now have a communicable disease plan. • People who have respiratory illness symptoms should stay home, if they have had a fever, they need to stay home for 24 hours after the fever breaks. A cough can linger so they can return if you have one. 	
<p>Flu Clinics (Cory & Donna)</p> <ul style="list-style-type: none"> • Flu Clinics will happen this year. Castlegar Oct 24th 	



Combined JOHS Committee Minutes

September 28, 2023

Zoom, Silver King Boardroom, Sentinel 118

Nelson Oct 25 th Trail Oct 26th	
---	--

Next meeting: November 30, 2023 at 2:00 pm, Zoom, Silver King Boardroom, S118 (Castlegar)