

Team Meeting Agenda / Minutes

Joint Occupational Health and Safety Committee

Time: 2:00-4:00

Date: October 18, 2012

Location: 10th Street (PAT 315)

Participants Invited	Attended	Apologies	Chair / Co-Chair	Minutes
Arleen Gallo	X			
Bob Falle	X			
Wright Simmonds		X		
Dave Briggeman	X			X
Rob Schwarzer		X		
Holly Martin	X			
Kim Barker	X			
Terry Balyk		X		
Kate Pelletier		X		
Carter Balzer		X		
Jason Taylor		X		
Ruby Chambers		X		
Bill Winegarden	X			
Holly Shively		X		

Agenda

Call to order: 2:15

#	Item	Who	Item for Discussion	Action
1	Review the Agenda	Arleen	Accept the agenda, with additions	Completed
2	Review and adopt the minutes	Team	Reviewed	Completed

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Old Business				
3	Working Alone Policy	Arleen G	Updates to the group, discussion to follow up with CE group are to follow up with coordinators to have the conversation with contract instructors. Check Delina Underwood – Cafeteria / worker	Arleen to follow up with CE and Cafeteria
4	Lock out Policy	Arleen G	PRC tabled. JOHS discuss It is required. Relook at format attach the longer part. - Selkirk policy to adhere to all lockout procedures required - JOHS suggest category for H+S policy specifically	Arleen to reformat and submit to PRC , Bill to support at committee level
5	Smoking policy	Arleen G	JOHS review Had to enforce butt container attached to building forcing people to walk through smoke. Discussion on building a smoke shelter	Arleen will send draft to JOHS
6	Fence Directive	Bob F	Request to have snow fence up and to review the steps	Bob to refer to Campus Manager via Lonnie Salkin
7	Electrical Sub committee	Dave B	No discussion, awareness. Dave will speak to progress at next meeting	
8	Hearing Protection (Music Department)	Ruby C	Table Check with Jason	Ruby awaiting follow up from Music department to move forward
New Business				
1	JOHS Training		Put forth training that fits for safety, legislated requirement for 8 hours training JOHS committee members Bob – Training line up Holly – Vancouver (2) Day training for health and welfare Encourage members to attend training that brings value to committee that the college will support	JOHS to approach Chair when training comes up for support
2	10 th St 1 st Aid room		Still looking for room, Mary Hall first aid room temporary JOHS suggests the college convert “Director Communities” office to 1 st Aid room Incorporate with storage.	Arleen to put forward
3	10 th St Stairs		They are falling apart and in need of repair this is a repeat complaint	
4	Cab service for 1 st Aid		Holly to contact cab company in Nelson to discuss cabs being used for 1 st aid calls reliability	Holly to follow up
5	Incident at SK on Oct 17		Discussed. Forms to go to Mike D.	Ruby to do Accident investigation
6	Inspections		Schedule to be complete and sent out to all.	Ruby/ Arleen to make new schedules

Meeting adjourned 3:30 pm **Next Meeting November 22 - 2:00- 4:00 – SK Board Room**