**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 [x]  Heather Bishop, Minute Taker [x]

Rod Fayant, PPWC Rep [x]  Rob Macrae, SCFA Rep [x]

Niki Menard, PPWC Rep [x]  Laura Neigel, PPWC Rep [x]

Kerry Clarke, Management Rep [x]  Rhonda Schmitz, Management Rep [x]

Jason Dacosta, SCFA Rep [x]  Jim Leitch, BCGEU Rep [x]

Paul Rodrigues, PPWC Rep [x]  Tracy King, PPWC Rep [ ]

Gerald Lightburn, PPWC Rep [ ]

**Review and adopt previous meeting’s minutes of 12/14/2021. Accepted with change to #9 – Facilities WERE aware of elevators not working.**

Approved [x]

Declined [ ]

**Approve Agenda:**

Additions [x]  - With Additions from Rob – see Schedule A

Nothing to add [ ]

**Campus Business:**

Tarunjit’s Campus update **– Tarunjit unable to attend. Update from Donna – reviewing items from last inspection report – not all items on the list are HSE concerns – those that are HSE will be prioritized first and those not HSE will be a lower priority.**

**Rob brought forward issue of fan left on in Geology storage room – need paper trail about why fan was left on -Action: Rob to follow up with Mel & Tarunjit about why it is on.**

**Standing Business:**

1. Review action items from previous meeting:
* Discussion to change Castlegar JOHS Committee Terms of Reference *– Rob sent email to Worksafe BC to confirm changes between two different committees was okay (status of HSE Coordinator, Shared TOR between Castlegar & Nelson, Definition of quorum)– Conflicting data on the committee when they spoke to differing Worksafe BC employees.*
* *Consider amalgamation of the two HSE JOHS Committees?*

**Action: Table discussion and bring thoughts about these issues forward to Nelson Committee and consider a joint meeting to discuss differing TORs – take a vote on considerations.**

* Working Alone – Donna/Rod **–** *those who need app have it and are implementing it. Check in procedure and functionality still being worked on.*
1. Stats Report: First Aid and WorkSafe – Donna – ***No claims for 2022 – 7 claims in 2021 – No first aid to date in 2022.***
2. New Co-Chair and BCGEU Member –**Action: Jen to forward request to members to solicit a new member from BCGEU**

*Co-chair conversation was taken offline – Rob is the new Co-chair taking over for Donna – thanks to Rob for stepping forward.*

1. Review Inspections – All *– All inspections to now be uploaded to the Inspection header under Moodle. New inspection schedule reviewed, suggestions made – will be uploaded to Moodle, also attached to these minutes.*
2. *Reminder to students that in addition to Covid, to also be aware that it is the typical cold and flu season.*

**New Business:**

1. Return to Campus Update (Standing Item) – Kerry Omicron – *Some schools delaying return to classroom until the end of January – Kerry spoke to Selkirk students living in housing and they expressed parents were more concerned than students about returning to class – no major changes to Selkirk’s Covid mandate so far and no N95 masks will be purchased – existing masks are fine – Donna ordered 15,000 masks and distributed – treat as endemic, moving away from testing – current metrics are hospitalizations and ICU bed numbers. Donna reiterated same. Communicable disease plan not changing. – Rhonda stated Gym to potentially open January 18th.*
2. Additional Discussion change to Castlegar JOH&S Committee Terms of reference – *Amalgamate with Nelson – would need a longer meeting – with one employer is two TOR a good idea? Subcommittee needed to discuss? Bring forward at next Nelson JOHS meeting.*

**Action: Laura to confirm with WorkSafe BC rep to get confirmation about rules – Jim to reach out to satellite schools to see if they should be a part of committees (GF,Kaslo,Nakusp).**

Next meeting February 8th , 2022

**SCHEDULE A**

1. **Status of Health & Safety Coordinator**

Concern: As discussed previously, the Health & Safety Coordinator is a non-voting member of the JOH&S Committee even if the Health & Safety Coordinator is a member of a union. To be a union representative on a Joint Health & Safety Committee, a member of the union must be elected by the union membership to represent union members on the JOH&S committee. (Article 34 (1)The worker representatives on a joint committee must be selected from workers at the workplace.)

Action: Amend ToR to reflect the above by including an article titled "Status of Health & Safety Coordinator. " The Health & Safety Coordinator is a non-voting member of the JOH&S and is not a worker representative unless elected as a worker representative per WCB Regulations."
2. **Shared Terms of Reference**

Concern: Shared terms of reference between the Castlegar and Nelson Joint Occupational Health & Safety Committees:

Action: Revise the Nelson and the Castlegar JOH&S Committees' Terms of Reference so they clearly state they apply to each JOH&S Committee and clearly state that each JOH&S Committee has the right to revise its Terms of Reference at its discretion without the approval of any external body.
3. **Definition of Quorum**

Concern: Reduce frequency of meeting without quorums

Action: Amend terms of reference as follows:
4. Meetings
5. The Joint Committee will meet monthly.
6. A quorum is met with at least four committee members present, three of whom represent two of the three union groups and one from management.
7. Where management employer representatives out-number workers representatives, the meetings will be postponed.
8. Committees will add procedures it considers necessary for the meetings.

Updated Inspection Schedule:

