**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, Minute Taker

Rod Fayant, PPWC Rep  Rob Macrae, SCFA Rep

Niki Menard, PPWC Rep  Laura Neigel, 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

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

Approved

Declined

**Approve Agenda:**

Additions  - 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:

