**Call to Order:**

**Committee Member Attendance:**

Arleen Gallo, Co-Chair and Management Rep  Dave Briggeman, Co-Chair and BCGEU Rep

Rob Schwarzer, Management Rep  Heather Bishop, Minutes

Martin Keyserlingk, Management Rep  Donna Drover, Management Rep

Holly Martin, PPWC Rep  David Ringheim, BCGEU Rep

Tracy Punchard, Management Rep  Tarunjit Jassar, PPWC

Ross White, BCGEU Rep

Laura Neigel, PPWC Rep

**Review Previous Minutes from Oct 21, 2021**

Approved  Quorum not met

Revisions Needed

**Approve Agenda:**

Additions  See below

Nothing to add

**Items added to agenda:**

* **Update distribution list – remove Daryl and Bob – Steve to join?**
* **Moodle site for Grounds Committees**

**Old Business:**

|  |  |
| --- | --- |
| 1. HSE issues – Welding students changing gas tanks & potential for students being locked in compound. | * Rob confirmed students were being supervised and these no longer issues. |
| 1. Stats Report (Standing item) – Arleen & Donna | WorkSafe Claims or Lost time days to Date – One pending - To date 7hrs lost time for last year – rates received for year and down a point due to better lost time claims. (.25 down to .24)   * First aid incidents to report – one new first aid incident. |
| 1. Inspection Review: |  |
| November Inspections – Updates | KSA – Updates - – Donna & Laura did inspection – lighting needs to be brighter in main entryway, no smoking signage needed, better cleaning in ceramics area; paint from 80’s disposed.  **Updates:**  Fine woodworking – increased buildup of dust which is very flammable – Part of regular maintenance schedule – Dave to confirm w/Donna.  South trades – emergency stop buttons (one in each half) are way in the back and somewhat hidden – need additional stop buttons wired in near the front and near instructors – these stop buttons also need to be tested a few times a year.  Welding shop – unstable shelves, need stabilizers or additional legs. – Shelves stabilized  First aid room – old emergency system appears to be hanging from ceiling and needs to be removed.  **-**Need to make sure all items are logged. Tarunjit needs to receive final inspections. |
| Mental Health First Aid | Postponed until new year, not enough people. |

**New Business:**

|  |  |
| --- | --- |
| 1. Campus Update – Donna | * Flu Clinics – Update –a success. More people showed up from previous years |
| 1. Night lighting at Tenth St - Martin | * Laura to follow up with Martin to see if anything can be done – Martin not at meeting. |
| 1. Moodle | * Heather to request Moodle resource/collaboration sites be set up for JOHS Committee (similar to Grounds Committee) |

Next meeting: December 16, 2021

January 20th, 2022 meeting possibly in person in Nelson – Room 16? Rob to confirm.