**Call to Order:**

**Committee Member Attendance:**

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

Rob Schwarzer, Management Rep [x]  Heather Bishop, Minutes [x]

Martin Keyserlingk, Management Rep [ ]  Donna Drover, Management Rep [ ]

Holly Martin, PPWC Rep [x]  David Ringheim, BCGEU Rep [x]

Tracy Punchard, Management Rep [ ]  Tarunjit Jassar, PPWC [x]

Ross White, BCGEU Rep [ ]

Laura Neigel, PPWC Rep [x]

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

Approved [x]  Quorum not met

Revisions Needed [ ]

**Approve Agenda:**

Additions [x]  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 stabilizedFirst 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.