**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

Bob Kalmakoff, PPWC Rep  Holly Martin, PPWC Rep

Tracy Punchard, Management Rep  Daryl Jolly, Management Rep  (on leave)

Ross White, BCGEU Rep  David Ringheim, BCGEU Rep

Laura Neigel, PPWC Rep

Attendance met for quorum – Agenda reviewed three items added to New Business – Minutes from September 2021 meeting approved.

**Review Previous Minutes from Sept 23, 2021**

Approved

Revisions Needed

**Approve Agenda:**

Additions  See below

Nothing to add

**Items added to agenda:**

* **Mental Health First Aid**
* **HSE issues – Welding students changing gas tanks & potential for students being locked in compound.**

**Old Business:**

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| --- | --- |
| 1. Stats Report (Standing item) – Arleen & Donna | * WorkSafe Claims or Lost time days to Date – Two new WorkSafe claims – both w/ lost time 1 PPWC, 1 BCGEU   -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. – Two new first aid incidents. |
| 1. Inspection Review: |  |
| Gymnasium & Mary Hall: Tarunjit & Ross | Ross to submit report – Ross has submitted  **Actions:**  Donna to distribute Ross’s report to committee. |
| October – South Trades, North Trades and Fine Woodworking: David R and Rob S | South Trades, north trades and fine woodworking done by Rob S and Dave B  **Items of note:**  Fine woodworking – increased buildup of dust which is very flammable  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.  First aid room – old emergency system appears to be hanging from ceiling and needs to be removed. |
|  | **Actions:**   * KSA (Donna) still outstanding; * Arleen to connect with Niki and put Steve P’s name forward; * Dave to send south trades inspection to Laura; * Maintenance to price out – Rob S to put in a maintenance ticket for emergency stop button addition; |
|  |  |

**New Business:**

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| --- | --- |
| 1. Return to Campus Update – Donna | * Donna & Dave B gave Trail campus update – still working through GTCC transfer; safety issues – Kerry & Dave did campus tour to identify issues; Donna has received quote from Selkirk Security to increase hours of service, need to improve security camera quality. * Double Vax required for all non-educational events/gym – has gone relatively smoothly – 1 incident w/ a student * Flu Clinics – Trail – Nov 18th, Nelson – Nov 9th, Castlegar Nov 3&16th |
| 1. Mental Health First Aid | * Proposed date of Nov 18 & 19th half days – 3 people on list need 8 to make it a go – register with Laura by end of week. |
| 1. Nelson HSE Concerns – Students locked in and Welding students changing gas tanks | * Dave stated potential for a person to get locked in the welding compound due to exterior door locking behind them (ie. In a fire alarm) – but it may just be a sticky door/lock or timed door – Rob did not think it was an issue – Laura and Rob to review and new signage may be required. * Welding students being asked to change tanks which could be a hazard – Rob stated it was an instructional opportunity that was overseen by instructor – include instructional information and checklist? Laura to meet with Dave and Rob to review this process. |

Next meeting: November 25, 2021