**Call to Order:**

**Committee Member Attendance:**

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

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

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

Bob Kalmakoff, PPWC Rep [ ]  Holly Martin, PPWC Rep [x]

Tracy Punchard, Management Rep [x]  Daryl Jolly, Management Rep [ ]  (on leave)

Ross White, BCGEU Rep [x]  David Ringheim, BCGEU Rep [ ]

Laura Neigel, PPWC Rep [x]

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 [x]

Revisions Needed [ ]

**Approve Agenda:**

Additions [x]  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:**

|  |  |
| --- | --- |
| 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.
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| 1. Inspection Review:
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| 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 flammableSouth 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:**

|  |  |
| --- | --- |
| 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.
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Next meeting: November 25, 2021