**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 [x]

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

Tracy Punchard, Management Rep [ ]  Tarunjit Jassar, Mgmt/Exempt [x]

Ross White, BCGEU Rep [ ]  Steve Perepelkin, PPWC [x]

Laura Neigel, Exempt Rep [x]

**Review Previous Minutes from December 16th, 2021**

Approved [x]

Revisions Needed [ ]

**Approve Agenda:**

Additions [ ]  See below

Nothing to add [ ]

**Items added to agenda:**

**Silver King Parking Lot**

**Welding Shop manifold system**

**Chair/co-chair changes**

**Old Business:**

|  |  |
| --- | --- |
| 1. Waste Pick-up
 | * Laura in correspondence and coordinating the waste pick-up. No other action needed.
 |
| 1. Stats Report (Standing item) – Arleen & Donna
 | WorkSafe Claims or Lost time days to Date First aid incidents to report One claim at end of 2020 still under review.Two worksafe claims – one exposure to Covid & one slip/trip. Arleen to give update next meeting on rates.One first aid in 2022 – maintenance cut fingerPossible OD on campus grounds. |
| 1. Inspections:
 | 2022 Inspection calendar posted to Moodle – each member to review their own assignments and set up an inspection time with their partner.First inspection for Feb 2022 to be done by Martin & Holly. |
|  |  |

**New Business:**

|  |  |
| --- | --- |
| 1. Chair/Co-chair changes – Arleen/Dave
 | * Arleen requested we push any changes to next meeting in February 2022. Send email to Laura if you are interested in co-chairing
* BCGEU –paid online training – everyone is invited for 8-10 hours of online basic training Feb 9 – 9-4:30 and Feb 15th 9-4:30 –

Action: Arleen to send out email on training. |
| 1. Silver King Parking Lot
 | * Issue with folks speeding as the come in to parking lot ~20ft past the entrance. Are told to come and speak to Rob when they get caught. Need more signage similar to Castlegar? Speedbumps?

Action: Tarunjit to assess, order signs where necessary and install. |
| 1. Welding Shop Manifold
 | * Regulator guage has not been working properly – slowly creeping up overnight – anything above 15lb/inch is dangerous. A ticket has been sent into maintenance but we currently do not have anyone monitoring it.

Action: Steve to have contractors who are currently onsite go over and have a look at it – propose mitigation suggestions in writing so there is a paper trail on this issue. |
| 1. Housing Update – Donna/Tarunjit
 | * Scott Builders did site visit for new housing – progressing well.
 |
| 1. Biomass Boiler Update - Donna
 | * Project currently behind schedule due to supply chain issues – currently waiting on a tank.
 |
| 1. Other capital projects
 | * Still trying to finish washroom renovation prior to March
* New outdoor handicap parking signage has been ordered by Tarunjit – current signage going unseen due to snow coverage.
 |
| 1. Terms of Reference - Donna
 | * Castlegar member has requested breaking the joint TOR into two separate TORs - open for discussion – Arleen spoke about history that there was a combined committee previously but differences and challenges between the two locations caused them to split into two committees. They went directly to Worksafe to split into two committees and were advised on joint TOR. Suggested that perhaps the two committees meet 2x/year as one big group for overall safety topics.

Actions: Committee members to review TOR and think about whether it is needed to split. TOR to be added to both moodle sites for review. Laura to reach out to satellite locations to see if anyone wants to join either safety committee. |

Next meeting: February 24th, 2022