



**-DRAFT-**

**JOHS Committee Minutes**

***March 27, 2025***

**Teams, Sentinel 118, Silver King Boardroom**

**Territorial Acknowledgment:** *Selkirk College acknowledges the traditional territories of the Sinixt (Lakes), the Syilx (Okanagan), the Ktunaxa, and the Secwépemc (Shuswap) peoples.*

**Call to Order:**

**Committee Member Attendance**

Donna Drover, Co-Chair and Management Rep – Castlegar - ☒

Dave Briggeman, Co-Chair and BCGEU Rep – Nelson - ☐

Jason Dacosta, Co-Chair and SCFA Rep – Castlegar - ☒

Tracy Punchard, Co-Chair and Management Rep – Nelson - ☐

Heather Bishop, Management Rep – Castlegar - ☒

Rod Fayant, PPWC Rep – Trail - ☐

Niki Menard, PPWC Rep – Castlegar - ☒

Ken Zdebiak, PPWC Rep – Castlegar - ☒

Tracy King, PPWC Rep – Castlegar - ☒

Carol Currie, Management Rep – Trail - ☐

Cory Gigliotti, H&S Rep - Nelson - ☒

Laura Neigel, Management Rep – Castlegar - ☒

Rob Schwarzer, Management Rep – Nelson - ☒

Martin Keyserlingk, Management Rep – Nelson - ☐

Holly Martin, PPWC Rep – Nelson - ☒

Dave Ringheim, BCGEU Rep – Nelson - ☒

Katie Comrie, SCFA Rep – Castlegar - ☐

Marilyn Rivers, Management Rep – Nakusp - ☐

Rick Tatangelo, PPWC Rep – Castlegar - ☒

Heather Parsons, PPWC Rep – Nelson - ☐

Daryl Jolly, SCFA Rep – Nelson - ☒

Helen Worth, Management Rep – Grand Forks - ☐



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**Review and adopt previous meeting's minutes of 2/27/2025 (Castlegar & Nelson).**

Approved ☒

Declined ☐

**Approve Agenda:**

Additions ☐

Nothing to add ☒

**Additions**

**1. Campus Update (Heather)**

|                                                                               | <b>Action Item(s)</b> |
|-------------------------------------------------------------------------------|-----------------------|
| Unsecured doors in Nelson<br>Enclosure at Victoria St, kiln area,<br>complete | Resolved              |

**2. Health & Safety Update (Laura)**

|                                                                                                                                                                                               | <b>Action Item(s)</b> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|
| Current Marketing Campaigns <ul style="list-style-type: none"><li>- Hearing Loss Prevention – not started</li><li>- Scent free</li><li>• Preparing for May – emergency preparedness</li></ul> |                       |



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## **3. Stats Report – Feb 18/25 to Mar 20/25**

|                       | <b>Near Misses</b> | <b>First Aid</b> | <b>WorkSafeBC Claims</b>      |
|-----------------------|--------------------|------------------|-------------------------------|
| This period           | 1                  | 21               | 1 approved since last meeting |
| This period last year | 2                  | 30               |                               |
| Year-to-date          | 11                 | 42               |                               |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>Action Items</b>                                                                                      |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|
| <p>Near Misses - 1</p> <ul style="list-style-type: none"> <li>• Castlegar – 1 <ul style="list-style-type: none"> <li>- Magnet falling from a door – <b>Resolved right away</b></li> </ul> </li> </ul> <p>Security Reports</p> <ul style="list-style-type: none"> <li>• H&amp;S will monitor/report only on the noteworthy items. – <b>Mostly unlocked doors, no big concerns</b></li> </ul>                                                                             | <p>Security report, summary. H&amp;S will monitor/report only on the noteworthy items in the future.</p> |
| <p>First Aid – 13</p> <ul style="list-style-type: none"> <li>• Castlegar – 3 – 2 staff, 1 student. No further medical required</li> <li>• S/K – 13 - 1 staff, 12 students. 1 further medical required for students. Further medical for the one staff <b>One student injury was not reported right away, EIIR done, great learning experience and helped firm up procedures moving forward.</b></li> <li>• 10<sup>th</sup> St – 4 – 1 staff, 3 User Group, 2</li> </ul> | <p>H&amp;S to monitor trends and create awareness campaigns to help reduce injuries.</p>                 |



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|                                                                                                    |  |
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| required further medical aid                                                                       |  |
| <ul style="list-style-type: none"><li>Trail – 1 – 1 student, No further medical required</li></ul> |  |

**Donna – all reports get submitted to UCIPP, there was good feedback regarding our handling of response**

### **4. Inspections**

|                                                                                    | <b>Action Items</b>                                                                                                                                            |
|------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Inspections <ul style="list-style-type: none"><li>Scheduled for May/June</li></ul> | -If there is a need for an inspection, please contact Health & Safety to schedule<br><b>ACTION:</b> Keep inspections for all campuses on agenda moving forward |
| EIRR completed for Fine Woodworking Program                                        |                                                                                                                                                                |

### **5. Training and Education**

|                                                                                                                                                                                                                                         | <b>Action Items</b>                                                         |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|
| Course Offerings: <ul style="list-style-type: none"><li>Check JOHS Training folder – New training available - <a href="#">Virtual Education   Employer's Advisers Office - Seminars</a></li><li>Email sent regarding training</li></ul> | All members – if you complete training please report it to H&S for tracking |



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| Thoughts on bringing training in person<br>Who offers courses? Hybrid courses should<br>be available due to distances of all members | Info needed – |
|--------------------------------------------------------------------------------------------------------------------------------------|---------------|

**Laura – Reminder about EAO courses, highlighted some of them. Reminder to submit completion documents to H&S**



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**6. Review of Old Business (Review and updates on outstanding business from previous meeting(s))**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>Action Items</b>                                                                                                                        |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Radon awareness -</b><br>Long term testing has started. –<br>Results will be available in the spring.<br><b>Jason- Had questions regarding testing of individual offices, he referred them to H&amp;S.</b><br><b>There has been no emails regarding this to H&amp;S</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Radon puck to be collected beginning of April                                                                                              |
| <b>First Aid –</b> concerns regarding first aid staffing levels. As this is mandated based on employees not students there is concerns regarding enough first aid attendants to provide service to students and staff.<br><b>Recruitment drive sent in newsletter to all employees, very few responses.</b><br><b>Laura –</b> can any JOHS members able to be first aid or spread the recruitment word, we need a bigger attendant pool.<br><b>Discussion around mental health first aid. It is touched on with attendants but not their main focus.</b><br><b>Silver King instructors did a course last summer and found it very helpful, recommends it to everyone.</b><br><b>Donna highlighted our CISM team.</b><br><b>Jason -Concerns about enough resources to deal with a crisis. Donna - this is not a worksafe mandate, we did have a STAT crisis team but was disbanded</b> | Exploring options to expand the first aid attendant pool to ensure full coverage of both student and staff.<br><b>Hold to new business</b> |



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|                                                 |  |
|-------------------------------------------------|--|
| Added Helen Worth as Grand Forks Management Rep |  |
|-------------------------------------------------|--|

**7. New Business**

|                                                   | Action Items |
|---------------------------------------------------|--------------|
| May JOHS meeting moved to May 15 <sup>th</sup>    |              |
| Emergency Preparedness folder added to JOHS TEAMS |              |

**8. Round Table – Concerns or shout outs**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>Laura – encourages all inspectors to take EAO inspection course prior to inspections</b><br><b>Cory – added “law and policies” folder to Teams</b><br><b>Dave R – questions about fire mitigation and smoke. Answer – this was outlined in a communication email, unusual low cloud day and smoke should not be a concern moving forward. Rick did adjust the HVAC system as soon as a problem was learned about.</b><br><b>Tracy K – Took a claims management course on EAO, it was great.</b> |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |

**End 14:37**



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**Next meeting:** *April 24, 2025, 2 PM, Teams, Silver King Boardroom, Sentinel 118 (Castlegar)*



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***February 27, 2025***

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