

Minutes of the Occupational Health and Safety Committee Meeting Salt Spring Island Fire Protection District

Meeting held: **June 22, 2017**
Training Room, Ganges Fire Hall

In attendance:

Committee Members: Lieutenant Ken Akerman (Co-chair, Employee Rep), Fire Chief Arjuna George (Management Rep), Trustee Mary Lynn Hetherington (Management Rep), Abe Hohn (Employee Rep), Nancy Pursell (Employee Rep), Shawn Stevens (Employee Rep)

These minutes follow the order of the agenda although the sequence may have varied.

Co-chair Akerman called the meeting to order at 5:38 p.m.

1. Approval of Agenda

The agenda was circulated prior to the meeting.

Motion to accept the agenda as circulated moved by Committee Member Pursell seconded by Committee Member Hetherington.
CARRIED.

2. Minutes

2.1 Receive and approve the minutes of the meeting held May 25, 2017

The draft minutes of the meeting held May 25, 2017 were distributed prior to the meeting. Committee Member Hetherington asked that the minutes be amended to record that she was in attendance for the first hour of the meeting.

Motion to approve the Occupational Health and Safety Committee minutes of May 25, 2017 as amended moved by Committee Member Hohn seconded by Committee Member Pursell.
CARRIED.

3. Old Business

3.1. Bullying & Harassment

Committee Member Hetherington reported that Bullying & Harassment (policy and reporting procedures) will be on the agenda for the July 5, 2017 Special Meeting of the Board of Trustees.

3.2. Update regarding hazardous materials in Fire Hall No. 1

A final report and clearance letter has been received from the contractor (RemoveAll Remediation Services).

By general consent the Occupational Health and Safety Committee agreed the item is closed.

3.3 Health & Wellness of Members – no report

3.4 WCB Inspection Report 2016 11 16

Chief George and Co-chair Akerman to schedule a meeting to review the WCB Inspection Report prior to the next meeting.

3.5 Fire Hall No. 1 structural integrity

A copy of the May 17th, 2017 engineering services proposal from Herold Engineering was circulated to members prior the meeting. In the general discussion Committee Member Hetherington commented that routine maintenance and repairs will continue to be done at Fire Hall No. 1 but major expenses/projects should take into account the limited useful life of the building and the Board's stated intention to build a new fire hall.

3.6 Committee member training requirements (BCFED Health & Safety Centre)

Co-chair Akerman reminded members that new WCB regulations have mandated training for OH&S Committee members - the "OHS Committee Part 1" course. Chief George will forward the BC Federation of Labour safety course schedule to committee members.

3.7 Committee Priorities for 2017 – additional session

By general consent, the Occupational Health and Safety Committee agreed a second meeting to discuss Committee Priorities for 2017 will be scheduled for July 22, 2017 beginning at 9:00 a.m.

3.8 Update regarding air-quality at Fire Hall No. 1

Co-chair Akerman reported SSIFD has received two quotes for an indoor air quality assessment report. In the discussion Co-chair Akerman reported that it was suggested by WorkSafe BC's hygienist that it would a "better use" of District funds to spend money to "improve" air quality rather than on testing air quality. Co-chair Akerman reported that options include a simple fan system for air intake/extraction, using air conditioners, or a compact HVAC system that would heat/cool the incoming air. There was discussion and consensus that a more expensive HVAC unit would provide a better office working environment with potential cost savings on

heating and the unit could be re-purposed at another hall when Fire Hall No. 1 is replaced.

Motion it is the recommendation of the Occupational Health & Safety Committee to the Board of Trustees that instead of contracting for an air quality assessment report, that the Board instead authorize the purchase of a HVAC unit for Hall No. 1 offices moved by Committee Member Hohn seconded by Committee Member Stevens.
CARRIED.

3.9 Decontamination Chambers

Co-chair Akerman reported two saunas are installed (one each at Halls No. 2 and 3) and ready to use after finalization of Operational Guidelines.

3.10 Update regarding obtaining Field Drug Detector

After further investigation and discussion, it was the consensus of the Committee that a field drug detector is not appropriate for use by first responders and that “risk reduction” for members can be best achieved by “situational awareness” and operational guidelines. Committee Members Hetherington and Pursell spoke about attending workshops put on by the “Harm Reduction” team from Island Health. Fentanyl is a public health crisis and the emphasis is on public education and getting resources (Narcan kits) out into the community.

In response to comments made by Committee Member Hohn suggesting that Narcan be issued as part of a member’s personal protective equipment kit, it was the consensus of the meeting to further discuss the issue at the July 22nd workshop.

3.11 SSI Fire/Rescue Emergency Preparedness Report

Co-chair Akerman reported that CAO Peat has not yet prepared a draft report. Committee Member George reported that as a first step, “pre-plans” have been drawn for all three fire halls. Committee Member George also reported that Emergency Management Program is proposing that there be a container of supplies (food, blankets etc.) for emergency workers.

4. New Business

4.1 Fentanyl Crisis and First Responder Risks (Vancouver Fire incident)

Committee Member George spoke about a Vancouver Fire incident where a first responder was “pricked” because a Narcan syringe needle did not retract. Committee Member Pursell commented that sharps container should always be used and that she would also investigate the multiple dosing techniques being taught to the public.

5. Review of Inspection Report

Co-chair Akerman reported all inspections are up to date and that he and Chief George will review the reports.

6. Review of First Aid and Accident / Incident Investigations

6.1 May 2017 Statistical Report

There was one “Near Miss” incident on May 13th. Committee Members Hohn and Pursell will investigate and report at the next meeting.

7. Education - none

8. Other Business - none

9. Next Meeting

The next meeting of the Occupational Health and Safety Committee is scheduled on July 27, 2017, 5:30 p.m. at the Ganges Fire Hall Meeting Room.

10. Adjournment

There being no further business, **motion** to adjourn moved by Co-chair Akerman.

The meeting adjourned at 7:05 p.m.

Co-chair Ken Akerman
Committee Co-chair

Andrew Peat
Corporate Administrator