



EVERGREEN LINE RAPID TRANSIT PROJECT

Joint Health & Safety Committee Meeting

AGENDA

Meeting #1 – 15 January 30, 2015

1:30 p.m.

s.15

s.15,s.17

Attendees: Jim Allman
David Chang
Nasir Kurji
Joyce Vaillancourt
Duncan Sutherland

Unfinished Business: (issues from the last meeting minutes)

- 1) Approve December 5, 2014 minutes

Inspection Reports:

Accident Investigations:



EVERGREEN LINE RAPID TRANSIT PROJECT

New Business:

Education and Training:

Recommendations to Management:

None

Other Business:

Next Meeting: **February 27, 2015 at 1:30pm** s.15
s.15



EVERGREEN LINE RAPID TRANSIT PROJECT

JOINT HEALTH & SAFETY COMMITTEE MEETING

Minutes of Meeting # 1-15 – January 30, 2015

1:30 pm

s.15

Attendees: Jim Allman
David Chang
Nasir Kurji
Duncan Sutherland
Joyce Vaillancourt

Item	
	December 5, 2014 Minutes Approved
1	Unfinished Business
	None
2	Inspection Reports
	N/A
3	Incident Investigations
	None
4	New Business
5	Education and Training
	Jim Allman to provide an education presentation next meeting.

6	Other Business None
	Next Meeting: February 27 at 1:30 pm – s.15



EVERGREEN LINE RAPID TRANSIT PROJECT

Joint Health & Safety Committee Meeting

AGENDA

Meeting #2-15 February 27, 2015
1:30 p.m.

s.15

s.15,s.17

Attendees: Jim Allman
 David Chang
 Nasir Kurji
 Duncan Sutherland
 Joyce Vaillancourt

Unfinished Business: (issues from the last meeting minutes)

- 1) Approve January 30, 2015 minutes

Inspection Reports:

Accident Investigations:



EVERGREEN LINE RAPID TRANSIT PROJECT

New Business:

Education and Training:

- 1) Ladder Safety

Recommendations to Management:

None

Other Business:

Next Meeting: **March 27, 2015 at 1:30pm - s.15**
 s.15



EVERGREEN LINE RAPID TRANSIT PROJECT

JOINT HEALTH & SAFETY COMMITTEE MEETING

Minutes of Meeting # 2-15 – February 27, 2015

1:30 pm

s.15

Attendees: Jim Allman
David Chang
Nasir Kurji
Duncan Sutherland
Joyce Vaillancourt

Item	December 5, 2014 Minutes Approved
1	Unfinished Business
	None
2	Inspection Reports
	N/A
3	Incident Investigations
	None
4	New Business
5	Education and Training
	Ladder Safety training deferred to next meeting.



EVERGREEN LINE RAPID TRANSIT PROJECT

6	Other Business None
	Next Meeting: March 27 at 1:30 pm – s.15



EVERGREEN LINE RAPID TRANSIT PROJECT

Joint Health & Safety Committee Meeting

DRAFT AGENDA

Meeting #3-15 March 27, 2015
1:30 p.m.

s.15

s.15,s.17

Attendees: Jim Allman
 Nasir Kurji
 Joyce Vaillancourt

Absent: David Chang
 Duncan Sutherland

Unfinished Business: (issues from the last meeting minutes)

- 1) Approve February 27, 2015 minutes

Inspection Reports:

Accident Investigations:

New Business:



EVERGREEN LINE RAPID TRANSIT PROJECT

Education and Training:

- 1) Ladder Safety

Recommendations to Management:

None

Other Business:

Coquitlam Office - Safety

Next Meeting: **April 24, 2015 at 1:30pm s.15**
 s.15



EVERGREEN LINE RAPID TRANSIT PROJECT

JOINT HEALTH & SAFETY COMMITTEE MEETING

Minutes of Meeting # 3-15 – March 27, 2015

1:30 pm

s.15

Attendees: Jim Allman
Nasir Kurji
Joyce Vaillancourt
Flavia Kelly

Absent: David Chang
Duncan Sutherland

Item	February 27, 2015 Minutes Approved
1	Unfinished Business
	None
2	Inspection Reports
	None – due in July 2015
3	Incident Investigations
	None
4	New Business
	Change in members effective April 1, 2015 Joyce Vaillancourt departing – Flavia Kelly replacing here
5	Education and Training
	Ladder safety presentation by Jim Allman – presentation attached



EVERGREEN LINE RAPID TRANSIT PROJECT

6	<p>Other Business</p> <p>Coquitlam Office Safety Joyce discussed the notes re transients that were sleeping on the side of the front porch (attached) March 18, 2015.</p> <p>Following up on the above, every desk in Coquitlam office now has a list of emergency items, including Paladin security number. Burnaby office has emergency numbers posted at each door.</p>
	Next Meeting: April 24 th at 1:30 pm – s.15



EVERGREEN LINE RAPID TRANSIT PROJECT

Joint Health & Safety Committee Meeting

D R A F T AGENDA

**Meeting #4-15 April 24, 2015
1:30 p.m.**

s.15

s.15,s.17

Attendees: Jim Allman
 Nasir Kurji
 Flavia Kelly

Absent: David Chang
 Duncan Sutherland

Unfinished Business: (issues from the last meeting minutes)

- 1) Approve March 27, 2015 minutes

Inspection Reports:

Accident Investigations:

New Business:



EVERGREEN LINE RAPID TRANSIT PROJECT

Education and Training:

- 1) Ladder Safety

Recommendations to Management:

None

Other Business:

Coquitlam Office - Safety

Next Meeting: **May 29, 2015 at 1:30pm – S.15**
 S.15



EVERGREEN LINE RAPID TRANSIT PROJECT

JOINT HEALTH & SAFETY COMMITTEE MEETING

Minutes of Meeting # 4-15 – April 24, 2015

1:30 pm

s.15

Attendees: Jim Allman
David Chang
Nasir Kurji
Duncan Sutherland
Flavia Kelly

Absent:

Item	March 27, 2015 Minutes Approved
1	Unfinished Business
	None
2	Inspection Reports
	None – due in July 2015
3	Incident Investigations
	None
4	New Business
	None



EVERGREEN LINE RAPID TRANSIT PROJECT

5	Education and Training
	Recover at Work presentation by SNC Lavalin (Placed in file)
6	Other Business
	Jim to do a walkthrough of the Coquitlam Office
	Next Meeting: May 29 th at 1:30 pm - S.15



EVERGREEN LINE RAPID TRANSIT PROJECT

Joint Health & Safety Committee Meeting

DRAFT AGENDA

Meeting #5-15 May 29, 2015
1:30 p.m.

s.15

s.15,s.17

Attendees: Jim Allman
 Nasir Kurji
 Flavia Kelly

Absent: David Chang
 Duncan Sutherland

Unfinished Business: (issues from the last meeting minutes)

- 1) Approve April 24, 2015 minutes

Inspection Reports:

Accident Investigations:

New Business:



EVERGREEN LINE RAPID TRANSIT PROJECT

Education and Training:

- 1) Ladder Safety

Recommendations to Management:

None

Other Business:

Coquitlam Office - Safety

Next Meeting: **June 26, 2015 at 1:30pm - s.15**
 s.15



EVERGREEN LINE RAPID TRANSIT PROJECT

JOINT HEALTH & SAFETY COMMITTEE MEETING

Minutes of Meeting # 5-15 – May 29, 2015

1:30 pm

s.15

Attendees: Jim Allman
David Chang
Nasir Kurji
Duncan Sutherland
Flavia Kelly

Absent:

Item	April 24, 2015 Minutes Approved
1	Unfinished Business
	None
2	Inspection Reports
	None
3	Incident Investigations
	None
4	New Business
	<ul style="list-style-type: none">Office Safety – Police incident outside the Coquitlam office May 22nd, 2015. Staffs were sent home via the back door. For future incidents; Business Continuity plan to be used and Burnaby and Victoria offices to be notified.

	<ul style="list-style-type: none"> On May 14, 2015 Changes were made to the Workers Compensation Act – Bill 9 – Investigation of Staff accident / incidents and medical injuries. Preliminary investigations to be submitted to Board within 48 hours. Jim to update Safety manual and present changes at June 26, 2015 meeting
5	Education and Training
6	Other Business
	Jim to do a walkthrough of the Coquitlam Office – June 3, 2015
	Next Meeting: June 26 at 1:30 pm – s.15



EVERGREEN LINE RAPID TRANSIT PROJECT

Joint Health & Safety Committee Meeting

DRAFT AGENDA

Meeting #6-15 June 26, 2015
1:30 p.m.

s.15

s.15,s.17

Attendees: Jim Allman
 Nasir Kurji
 Flavia Kelly

David Chang
Duncan Sutherland

Unfinished Business: (issues from the last meeting minutes)

- 1) Approve May 29, 2015 minutes

Inspection Reports:

Accident Investigations:

New Business:



EVERGREEN LINE RAPID TRANSIT PROJECT

Education and Training:

Recommendations to Management:

Other Business:



EVERGREEN LINE RAPID TRANSIT PROJECT

JOINT HEALTH & SAFETY COMMITTEE MEETING

Minutes of Meeting # 6-15 – June 26, 2015

1:30 pm

s.15

Attendees: Jim Allman
David Chang
Nasir Kurji
Duncan Sutherland
Flavia Kelly

Absent:

Item	
1	Unfinished Business
	May 29, 2015 Minutes Approved
2	Inspection Reports
	June 3 rd 2015 Safety Inspection of Coquitlam Office has been completed - Violence procedure not posted in office but all staff were aware of what actions to take.
3	Incident Investigations
	None
4	New Business
	None
5	Education and Training
	New Incident/Injury Reporting and Investigation procedure presented to committee.
6	Other Business
	None
	Next Meeting: July 31 st at 1:30 pm – S.15



EVERGREEN LINE RAPID TRANSIT PROJECT

Joint Health & Safety Committee Meeting

DRAFT AGENDA

Meeting #7-15 July 31, 2015
1:30 p.m.

s.15

s.15,s.17

Attendees: Jim Allman
 Duncan Sutherland
 David Chang

Nasir Kurji
Flavia Kelly

Unfinished Business: (issues from the last meeting minutes)

- Approve June 26, 2015 minutes

Inspection Reports:

Accident Investigations:

New Business:

Education and Training:

Recommendations to Management:

Other Business:



EVERGREEN LINE RAPID TRANSIT PROJECT

JOINT HEALTH & SAFETY COMMITTEE MEETING

Minutes of Meeting # 7-15 – July 31, 2015

1:30 pm

s.15

Attendees:	Jim Allman	Absent:
	David Chang	
	Nasir Kurji	
	Duncan Sutherland	
	Flavia Kelly	

Item	
1	Unfinished Business
	June 26, 2015 Minutes Approved
2	Inspection Reports
	NA
3	Incident Investigations
	None
4	New Business
	None
5	Education and Training
	NA
6	Other Business
	None
	Next Meeting: September 25th at 1:30 pm - s.15