Reference: GAM 3.48, Standard G



Yukon Housing Corporation

Date: April 25, 2019

Time: 11:00 a.m.

Location: Wellness Room

Participants: Juergen Korn, Brand Du Preez, Kim

Chair: Darren Stahl Recorder: Lester Balsillie

YHC Health and Safety Committee Meeting Minutes

Bachelder, Sarah Muray

Absent: Wend Agenda Item number	Issue/Discussion	Discussion/Decision	Member Assigned for Follow-Up	Completion Date
1.	Call to Order: (11:05)			
2.	Adoption of Agenda: Adoption of Minutes	Approved Approved		
3.	Regular Reports 1. Worksite Inspections 2. First Aid Injury Reports 3. Incident Reports 4. Near Misses 5. Unsafe Conditions	<ol> <li>Brand and Lester to conduct next workplace inspection. Juergen and Darren to conduct inspection of the workshop at Ryder. If available Sarah and Kim to join on inspections for training.</li> <li>No Reports</li> <li>No Reports</li> <li>No Reports</li> <li>No reports</li> </ol>	1. Inspection Report to be brought to next meeting as part of Parklane presentation from Corporate Health	
4.	Old Business 1. WHMIS training.	Reminder that all YG employees are to complete online certification.		æ



Reference: GAM 3.48, Standard G

5.	Other Business		
<b>3</b> .	1. Suggestion Box 2. Tailgate Logs 3. Fleet vehicles 4. Roundtable a) Evac plan b) Building Alert	<ol> <li>N/A</li> <li>Note indicating there was a loose concrete block in the parking lot. Another note indicating northwest entry was slippery</li> <li>N/A</li> <li>a) Lester to organize meeting with floor wardens to plan evacuation drill.</li> <li>b.) Discussion on lack of building alert and how workers will know to evacuate.</li> </ol>	
1.	Next Meeting:	Thursday May 22, 2010	
2.	Meeting Adjourned:	Thursday May 23, 2019 11:30 pm	

Approved minutes are to be filed by the JOHSC Administrator on the G: drive and YHC SharePoint site. A hard copy of approved minutes is to be posted on health and safety bulletin boards.

D was done aPage 2 of 3

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**Yukon Housing Corporation** 

Approved:	
Co-Chair – Employee Representative	Co-Chair – Employer Representative



Reference: GAM 3.48, Standard G

YHC Health and Safety Committee Meeting Minutes

Chair: Sarah Murray Recorder: Darren Stahl

Participants: Juergen Korn, , Kim Bachelder, Sarah Murray,

Wendy Wilson, Megan Schneider

Special guest Ken Schamber; Corporate Health and Safety Absent: Brand Du Preez. Lester Balsillie

Date: May 23, 2019

Time: 11:00 a.m.

Location: Wellness Room

Agenda Item number	Issue/Discussion	Discussion/Decision	Member Assigned for Follow-Up	Completion Date
1.	Call to Order: (11:02)			
2.	Adoption of Agenda: Adoption of Minutes	Approved Approved		
3.	Regular Reports  1. Worksite Inspections  2. First Aid Injury Reports	<ol> <li>Brand and Lester completed 410 Jarvis Health and Safety inspection. Inspection loaded to SharePoint site. Juergen working on located inspection requirements for shop area inspection located at 6123-3<sup>rd</sup> ave.</li> <li>No Reports</li> </ol>	1.	
	<ul><li>3. Incident Reports</li><li>4. Near Misses</li></ul>	3. One report of PersonalInfo banging her head in Boardroom. WCB papers and incident report filed. Concerns raised how long it took individual to take herself to hospital to get looked at.  4. No reports		
	5. Unsafe Conditions	5. None		



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4.	Old Business 1. None	1. None	
	Other Business  1. Suggestion Box 2. Tailgate Logs 3. Fleet vehicles 4. Roundtable a) Evac plan b) Building Alert	<ol> <li>None</li> <li>1# With the increase of the Housing First project and the possibility of more foot traffic There is a safety concern that the lighting in the staff parking area may not be sufficient come this fall/winter #2 Indoor air quality concerns in the CPL area need to be addressed</li> <li>N/A</li> <li>a) Lester to organize meeting with floor wardens to plan evacuation drill. Carry Forward         <ul> <li>b) Discussion on lack of building alert and how workers will know to evacuate. Carry Forward</li> </ul> </li> </ol>	
	Presentation	1. Ken Schamber from Corporate H&S presented Parklane which is a data base for Health and safety inspections. Ken will attend the next meeting to continue this training.	



Reference	GAN	1212	Standar	4 C

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1.	Next Meeting:	Thursday June 27, 2019	
2.	Meeting Adjourned:	12:10 pm	
Approved	minutes are to be filed by the 101100 Ad		

Approved minutes are to be filed by the JOHSC Administrator on the G: drive and YHC SharePoint site. A hard copy of approved minutes is to be posted on health and safety bulletin boards.

Approved:	
Co-Chair – Employee Representative	Co-Chair – Employer Representative