



**WPAC Safety Committee
November 20, 2019 Conference Call
Minutes & Action Items**

Recorded by Cherie Whelan

Attendees:

Jimmy	Boudreau	Canfor
Steven	Mueller	Pinnacle Renewable Energy
Gordon	Murray	Wood Pellet Association of Canada
Jessica	Overton	Foothills Forest Products Inc.
Greg	Rye	West Fraser
Cherie	Whelan	BC Forest Safety Council
Fahimeh	Yazdanpanah	Wood Pellet Association of Canada
Chris	Zuberec	BFL Canada
Bill	Laternus	BC Forest Safety Council
Brad	Samson	BPSE
Bob	Boyd	Shaw Resources
Daryl	Davidson	PacBio
Frank	Wall	Sinclar

Call to Order & Introduction

Gordon Murray called the meeting to order at 11:03am

Approval of the Minutes of Previous Meeting

The minutes of the October 09th, 2019 meeting are approved.

Approval of the Agenda

The agenda is approved.

Discussion of Action Items

1. **Process Safety Management** – Fahimeh provided information on recent Bowtie workshop held in Prince George on November 13th, 2019. Four facilitators from WorkSafeBC provided a full day workshop. It included a 2 hour introduction, and then 2 breakout sessions where attendees went through bowties for 1. Combustible dust explosions at the size reduction hammer mill equipment/pelletizing equipment, 2. Combustible dust explosions in conveyance (any after the dryer), 3. Fire within a belt dryer. (belt dryers

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fired by direct contact heat and indirect heating systems such as thermal oil, and 4. Combustible gas explosion in a dryer or in the system downstream of the dryer/ID Fan failure.

Approximately 50 people attended and feedback was very positive with good engagement through the sessions. WorkSafeBC will put the outcomes of the sessions through the Bowtie software and provide them to WPAC where they can be shared on the website. **ACTION** Fahimeh to send out completed bowties to WPAC and update on WPAC website when available.

2. **Report on WorkSafeBC meeting:** See attached report from Fahimeh



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ACTION (1) Gord and Fahimeh to work with Cherie to develop a process for formal feedback on reporting implementation on WPAC initiatives. **(2)** Gord and Fahimeh to add action to 2020 work plan making completed bow ties available to everyone through WPAC's website and on activities to support implementation activities for individual sites of critical controls from the bowties.

3. **HCI Monitoring and Alarm Systems** –Carryover. Fahimeh said that Jenny Colman (WorkSafeBC) suggested that the workshop could be on Alarm Rationalization and include Brian Grantham. **ACTION** Gord is to flesh out a potential outline of a workshop by consulting with committee members and Jenny Colman, then include this in 2020 work plan.
4. **Plant Operator Training** – Steve met with Consultant Greg Shorland and Gerrard Messier of BCFSC on Oct 31 to review the draft competency requirements and discuss learning resources. Steve said that there is still some work to do, and after this is completed, the competency requirements will be distributed to the safety committee. Still expect to be completed for year end. **ACTIONS:** (1) Dustin and Steve are to review gaps in competency requirements; (2) Steve/Dustin will distribute draft competencies once they are ready.
5. **Combustible Gas & Confined Space Workshop-** Discussion about trying to look at different options for developing/delivering the content to WPAC members. Consideration for delivering Webinars or developing “whiteboard” type training. **ACTION** Steve M. to find out cost for training that was developed for Pinnacle and report back to Fahimeh and discuss options for content development.
6. **Combustible Dust in Raw Product Storage Areas-** Steve M. shared that a WorkSafeBC OSO recently gave an order for wood dust accumulation and was not aware of the best practice document. Steve has followed up with Mike Tasker from WorkSafeBC. **ACTION** Cherie to add item to next Manufacturing Technical Working group meeting asking for status of uptake on WorkSafeBC officers in their inspectional activities.
7. **Combustible Gas and Confined Space.** Steve M. indicated that there has not been a FIF meeting since **ACTIONS** Cherie to add Combustible Gas Risk and Mitigation to upcoming FIF Manufacturing Technical Working Group meeting.

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8. **Incident Reporting.** **ACTION:** Members not presently participating are to contact Cherie Whelan if they want to contribute to the benchmarking activities.
9. **Available Nitrogen Initiative.** Fahimeh shared that WorkSafeBC suggested at meeting on November 12th, 2019 that while looking at options for nitrogen availability that each site conducts a risk analysis for each site and evaluate options to reduce risk. Suggestion to look at other industries with silos and see how they are managing the risk. **ACTION:** Fahimeh is to continue to research options and costs, then report back during next safety committee call.
10. **Forest Industry Forum (FIF).** **ACTION:** Cherie will add two items addressed above as agenda items for the next FIF Manufacturing Technical Working group meeting and keep the group informed after each Meeting.
11. **Safety Sharing-** Daryl Davidson provided message on importance of getting into heart and minds of workers as a key concept in building a strong safety culture. A program/campaign that has been used to reinforce this is “Why I Work Safe”. She emphasized the importance of getting out into the field and really listening and hearing what is on worker’s mind. She also emphasized the importance of circling back if follow-up is required to close the loop on raised concerns. She wants her workers to know that her goal is to keep them safe, and that they are more than a number to her. She also talked about the importance of being accountable and taking ownership for mistakes. **ACTION: (1)**Gord Murray to provide Safety Share at next meeting **(2)** Cherie Whelan to add WPAC Safety Committee members to distribution list for weekly BCFSC Manufacturing Safety Alerts.

Next Meeting

Next meeting is scheduled for Wednesday, December 11th, 2019 at 11:00 a.m. Pacific Time.