



**WPAC Safety Committee**  
**June 10, 2020 Conference Call**  
**Minutes & Action Items**

Recorded by Cherie Whelan

**Attendees:**

First name	Last name	Company
Chris	Zuberec	BFL Canada
Colin	Jones	Logistec Stevedoring
Daryl	Davidson	Pacific BioEnergy
Debbie	Oliary	Canfor
Fahimeh	Yazdanpanah	WPAC/ UBC
Frank	Wall	Premium Pellet Ltd.
Gordon	Murray	Wood Pellet Association of Canada
Grace	Cox	Canfor
Greg	Rye	West Fraser
Jeff	Johnston	Pinnacle Renewable Energy
Jeff	Mycroft	Fike Canada Inc.
Jimmy	Boudreau	Canfor
John	Arsenault	Quebec Wood Export Bureau
Lori	Saretsky	West Fraser
Melissa	Bates	BPSE
Miles	Wright	Great Northern Timber
Rick	Taylor	Drax
Robert	Boyd	Shaw Resources
Russ	Dykstra	Platinum Pellet
Scott	Bax	Pinnacle Renewable Energy
Shahab	Sokhansanj	UBC -Biomass and Bioenergy Research Group
Shawn	Gamble	Platinum Pellet
Veselin	Milosevic	Great Northern Timber
Michael	Faintill	Sinclar
Bill	Laternus	BCFSC
Cherie	Whelan	BCFSC

**1. Call to Order & Introduction**

Scott Bax called the meeting to order at 11:02am

**2. Approval of the Minutes of Previous Meeting**

The minutes of the May 13, 2020 are approved.

**3. Approval of the Agenda**

The agenda is approved

4. Discussion of Action Items

- a. **Bowtie/Critical Control Implementation- Complete**-Gordon will provide an update during the Bowtie/Critical Control implementation plan agenda item
- b. **Bowtie/Critical Control Implementation-Complete**- CCM Implementation guide was sent with last months' minutes
- c. **HCMI Webinar Series: In progress**: Fahimeh provided an update on webinars. Working with annex Media and BCFSC to deliver a Safety Webinar series. Annex Media will provide registrations and host the sessions (live and will host recorded versions) with a quiz at the end of each one, and forward BCFSC a list of registrants who completed all webinars. BCFSC will issue a certificate indicating completion.

Looking at September-October rather than over the summer. Final dates will be announced over the summer will provide a certificate once all are series of Process Safety Management .

Gord Murray indicated that there would be a cost associated with Annex Media delivering the webinars, and asked the group if the WPAC ley could be used for this. Requested approval of \$10k. Scott Bax made a motion to approve the \$10k expenditure, and Lori Saretsky seconded..

**ACTION** Fahimeh will send webinar and sign in information once finalized, and will report on status monthly

- d. **Plant Operator Training** -Scott Bax provided an update on the Plant Operator Competency work. He indicated that Steve Mueller, Dustin Meierhofer were working through the assessment criteria, and were meeting frequently and making good progress. Steve Mueller will provide an update at the next meeting.

**ACTION**: Steve M. to provide an update on Plant Operator Training at next meeting

- e. **Combustible Gas training development** -Gord and Fahimeh provided an update on the progress of the whiteboard video for Combustible Gas mitigation. The first draft of the video was sent around and some feedback was provided to the vendor. Looks really good, but the pace was too fast, and asked that it be slowed down. Also asked for a couple of changes to the script. Feedback with the vendor and anticipate completion within the next month.

Plans to include within the webinar series, host on WPAC and BCFSC site, and send out through social media networks .

**ACTION**: Gordon and Cherie to rollout video once completed

- f. **Available Nitrogen Initiative**. Focus has been on Critical Control Implementation support. She and Gord will prepare a document to show all investigated options and will provide to industry.

**ACTION**: Fahimeh and Gord will develop a business plan draft to present WPAC for why/how it can be implemented.

- g. **ENplus Safety Module- Complete**. Information sent out with last meeting's minutes. Scott Bax commented that he highly recommended this material and a great resource for orientations and training at wood pellet facilities.

5. **Bowtie/Critical Control Implementation** Gordon provided an overview of activities for last month. BCFSC and WPAC developed a plan to support WPAC members with bowtie and critical control implementation. The plan was provided to WPAC members on May 28, 2020 (presentation attached to minutes). The presentation was well received and asked for endorsement from their respective organizations. All companies have indicated support for the plan.

On June 05<sup>th</sup>, 2020, Gordon Murray, Fahimeh Yazdanpanah, Bill Laturnus and Cherie Whelan presented the proposed plan to key members of the WorkSafeBC Process Safety Team. The WorkSafeBC team indicated that they liked the plan and requested a repeat of the presentation to some senior staff at a later date (scheduled for June 17<sup>th</sup>, 2020). Mike Tasker indicated that his team would be recommending acceptance of the plan with adjusted submission dates to their senior leaders.

**ACTION:** Cherie to send out presentation provided to WorkSafeBC (attached to minutes)

**ACTION:** Progress to be reported on monthly at WPAC meeting going forward

6. **Safety Sharing-** Jeff Johnston provided a safety share on Mobile Equipment and pre-trip observations. Shared that sometimes workers get injured during their pre-trip inspections. Sees an opportunity for Supervisors to observe, stop and talk to workers while they are performing their inspections. H said that sometimes there are efficiencies gained in doing the pre-trip inspections during cross-shift. Encouraged managers to get out and conduct observations of these inspections.

**ACTION:** Upcoming Safety Shares: July- Jeff Mycroft, August- Chris Zuberic

7. **Other Business:**

Shahab shared that Can Biomass announced \$2.4 million grant towards agricultural pelletization research. They are working with farmers to look at ways to combine bailed hay and wood to make pellets for local use. This would be an additional revenue stream for farmers. It's a four year project. Gordon Murry indicated that some of this grant money went towards the combustible gas whiteboard video.

Chris Zuberic indicated that he has seen the Critical Control Management model implemented in other industries, specifically mining, and he would be willing to share information.

Scott Bax indicated he had heard about a recent incident in a north Alabama facility where a young male in his 30s was fatally injured when working in/around chipper. Reminded all on call that while there are controls in place for working around this equipment, it is still dangerous equipment. Scott also shared an incident at a Pinnacle facility involving a pedestrian/mobile equipment interface and a potential contact with a loader and worker. Reminded members about the resources that had been shared that had been developed for this risk. He will share learnings of incident at a future meeting. Link to BCFSC-MAG developed resources at <http://www.bcforestsafes.org/node/3228>

Gordon Murray encouraged members to share incidents with BCFSC so that they could send out in an alert and to sign up for the regular distribution. **See Link here:** <http://www.bcforestsafes.org/node/3409>

**ACTION:** Cherie Whelan to send out link to BCFSC Manufacturing Safety Alert sign up (in minutes above)

**ACTION:** Pinnacle to share pedestrian mobile equipment near miss at a future date.

8. **Next Meeting** is scheduled for **Wednesday, July 8th, 2020** at 11:00 a.m. Pacific Time.

WPAC Safety Committee Meeting Minutes

Meeting adjourned at 12:03pm.

Actions arising from meeting

Date	Action Item	Accountable
Jun-20	<b>HCMI Webinar Series:</b> Fahimeh will send webinar and sign in information once finalized, and will report on status monthly	Fahimeh
Jun-20	<b>Plant Operator Training :</b> Steve M. to provide an update on Plant Operator Training at next meeting	Steve Mueller
Jun-20	<b>Combustible Gas training development:</b> Gordon and Cherie to rollout video once completed	Gordon and Cherie
Jun-20	<b>Bowtie/Critical Control Implementation :</b> Cherie to send out presentation provided to WorkSafeBC	Cherie
Jun-20	<b>Bowtie/Critical Control Implementation :</b> Progress to be reported on monthly at WPAC meeting going forward	Cherie
Jun-20	<b>Safety Sharing-</b> Upcoming Safety Shares: July- Jeff Mycroft, August- Chris Zuberic	Jeff Mycroft, Chris Zuberic
Jun-20	<b>Safety Sharing:</b> Cherie Whelan to send out link to BCFSC Manufacturing Safety Alert sign up	Cherie
Jun-20	<b>Safety Sharing:</b> Pinnacle to share pedestrian mobile equipment near miss and learnings from Lavington Fire at a future date	Scott Bax