

Salt Spring Island Fire Department

Safety Committee Meeting Minutes

February 25th, 2016 at 1900

Present Ken Akerman (Co-chair) Abe Hohn Nancy Purssell
 Dom Gaudet Andy Hildebrand A/Chief George

Guests Andrew Peat (ex officio)

Absent Mitch Forest

The Minutes from January 28th, 2016 meeting were reviewed.

OLD BUSINESS		Action	Date to be completed	Item #
June 23. 15	EXTRACTION WASHING MACHINE FOR TURN OUT GEAR Ken has sourced out a supplier on Vancouver Island. He is in discussion with Chief and Deputy Chief. Ken will put together a proposal.	Ken Akerman		022
July 21.15	Ken has the price list, and he is looking at where the machines can be located in the hall. He will be working with Chief.	Ken Akerman Chief Bremner Ken Akerman	a.s.a.p.	
Aug 27.15	Ken has received 2 price quotes and he is waiting on one more. As soon as the quote is in, he will move forward.	Ken Akerman		
Sept.24.15	Ken has 3 quotes and will develop a business case for purchase of a machine and a second business case for installation of the machine at Hall 2. Ken will include information from Mr. Don MacFadgen, WSBC consultant. 1-250-881-3452 (w) 1-250-413-7799 (c) don.macfadgen@worksafebc.com The business cases will be forwarded to Chief Bremner and the Facilities and Physical Plant Committee. Our current operational practice for cleaning bunker gear is not sanctioned by the manufacturer. WorkSafeBC stands by manufactures recommendations. The second option for ensuring the firefighters are protected from post fire/incident exposure is to purchase a second set of bunker gear for members.	Ken Akerman		
Oct. 22.15	Ken will write a proposal for Mitch to present at the Trustees meeting. The proposal will include: <ul style="list-style-type: none"> - What is the purpose of the machine - What other departments have one (Pender, Saanich, View Royal, Gabriola) - Are the other departments satisfied with the product - The current cost (price range) - Why we need this type of machine - What will be the cost/time savings - How will the use of this machine compare to current practice and why our current practice needs to change 	Ken Akerman Mitch Forest	a.s.a.p.	Tabled until 2016 Tabled until next meeting
Nov. 26.15	The recommendation has gone forward to the Trustees. There is no money in the budget for the project at this time. If the proposal is accepted by the Trustees, then money will be budgeted in 2017. Tabled until the spring 2016.			
Jan. 28.16	Ken spoke on the history of the extraction washer request, so Trustee Hildebrand was brought up to date. Cost \$20-\$40,000.00 for installation. No space at this time at Hall 1. It could go to Hall 2 or 3. Suggestion was to bring the issue forward in May 2016 to Physical Plant Committee, try to keep cost under \$30,000.00.			
Feb. 25.16	Ken has received information from the Sooke FD regarding the wear and tear that a residential washer causes on the turn out gear, especially the inner layer. SSIFR current practice, we gross decon the gear at the fire scene, and then place it in plastic bags until the gear can be cleaned. This is a long process as the residential washer we currently use is slow due to the capacity of the washer. Ken will contact the two manufacturers – Morning Pride and Starfield to discuss the possible damage that could be occurring to the gear from our current cleaning practice.	Ken Akerman	April 2016	

	<p>Ken will produce a cost analysis for the new extraction washer – to include:</p> <p>Where the washer will be situated.</p> <p>The electrical power required to run the washer.</p> <p>The analysis of the building structure housing the washer.</p> <p>Comparing the cost of annual inspection for the gear and outsource cleaning.</p> <p>Ken and AJ will compile information to support the cleaning requirements for turn out gear (once a year or after exposure to smoke):</p> <ul style="list-style-type: none"> - The number of structural fires or incidents in the last 18 months that would require cleaning gear. - How many contaminated gear sets could be out of service, before we run out of gear for the firefighters. - Quotes from the contractors cleaning and inspecting the gear, and the shipping costs. 	Ken Akerman A/Chief George	April 2016	
<p>June 23. 15</p> <p>July 21.15 Aug 27.15 Sept.24.15 Oct. 22.15 Nov. 26.15 Dec. 22.15 Jan. 28.16</p> <p>Feb. 25.16</p>	<p>BULLYING AND HARASSMENT</p> <p>DC and Nancy will review the material and look at the policy. DC was unable to attend the meeting. No report. Nancy is working on a presentation for the employees. Work is continuing Discussion with WSBC on the content of a programme. Glen will send information to us. WSBC Inspection Report #201517334200A Requires an OG – work in progress There is a training programme being developed for the department It is a WorkSafeBC requirement</p> <p>The Trustees have a new policy that everyone must be trained in Bullying and Harassment in the Workplace.</p> <p>A power point presentation is complete and will be reviewed by AJ and Nancy.</p> <p>If authorized by the Board, the recommendation is to offer training for all members in smaller groups, 3-4 workshops, starting in May or June. It is required training for all personnel.</p>	<p>DC George Nancy Pursell Nancy Pursell N. Pursell N. Pursell</p> <p>Acting Chief George</p> <p>N Pursell</p> <p>N. Pursell A/Chief George</p>	<p>July 28th 2015</p> <p>a.s.a.p.</p> <p>a.s.a.p.</p> <p>a.s.a.p.</p> <p>a.s.a.p.</p>	024
<p>Oct. 25.15</p> <p>Nov. 26.15</p> <p>Feb. 25.16</p>	<p>Ergonomics</p> <p>Discussion on the weight limitations when lifting objects. Recommendation – Ken will contact WSBC to discuss the weight guidelines when lifting objects. An OG and posters will be made available to the membership. Ken is waiting for information. Ken is waiting for information Nothing new to report</p> <p>Ken reported that WSBC does not have any requirements on the maximum weight a worker can lift.</p> <p>We require a safe lifting procedure or a hazard analysis on items that could present an issue.</p> <p>Ken will look into research policies on lifting procedures/risk analysis. He will look into the past lifting injury stats.</p> <p>Recommendation – put weight stickers on items.</p>	<p>Ken Akerman</p> <p>Ken Akerman Ken Akerman Ken Akerman</p> <p>Ken Akerman</p>	<p>a.s.a.p.</p> <p>a.s.a.p. a.s.a.p. a.s.a.p.</p> <p>April 2016</p>	
<p>Nov. 26.15</p> <p>Dec. 22.15 Jan. 28.16</p> <p>Feb. 25.16</p>	<p>SHOWERS AT HALL 1</p> <p>A concern was expressed at the last Association meeting about the lack of shower facilities at hall 1 for decon. Several suggestions were discussed including instant water heaters, plumbing into current system, installing a larger hot water tank. Ken will research possible solutions for water heating. Abe will research WSBC requirements for washing facilities. The discussion will continue at the December meeting. No room for hot water tank Issue identified – there are no towels available at the fire halls for people, and no washing machine to wash dirty towels – if they were available. Discussion.</p> <p>Abe reported that WSBC requires a temperate water shower for decon. We don't have the space or water heater.</p> <p>Ken – The carcinogens after a structure fire require gross decon, and as soon as possible to go through a shower decon process. It is the departments' responsibility because it is a known hazard.</p> <p>Discussion – a post decon chamber – infra red sauna – is in use in some departments. Sweating removes the carcinogens from the skin. Comox Fire has 3 saunas; the crews go into the sauna for 10 minutes and ride a stationary bike. The cost of a sauna is approx. \$2500.00 and the bike approx. \$200.00.</p> <p>Ken discussed another option of partnering with the gym facilities on the island, as they offer showers and infra-red saunas.</p>	<p>Ken Akerman Abe Hohn</p> <p>Ken Akerman</p> <p>Ken Akerman</p>	<p>Dec. 22.15</p> <p>April 2016</p>	

	A second shower can be installed at Hall 1, by moving the fridge out of the hallway and using the space for a shower stall in the female washroom. The addition of the shower would require an upgrade in the water heating system – possibly propane heater, as the current system supports one 9 minute shower only.			
Dec. 22.15 Jan. 28.16 Feb. 25.16	Crews responding to a scene without communication. Chief George is working on an OG On going There have been two incidents to FR call with crew members responding without communications. A/Chief George is working on an OG	Chief George A/Chief George	a.s.a.p. a.s.a.p.	
Dec. 22.15 Jan. 28.16 Feb. 25.16	An alternate member needs to be appointed for the Trustee member. Trustees are working on the appointment Andy Hildebrand has been appointed the alternate Trustee Safety Committee member.	Mitch Forest	a.s.a.p.	(closed)
Jan. 28.16 Feb. 25.16	Issues coming out of the January 28th meeting: - Ken recommended purchasing towels for the Halls. - Ken will purchase towels and soap. - A chairperson is to be elected at the March meeting and a secretary selected. (Under New Business)	Ken Akerman	a.s.a.p.	(closed)
	NEW BUSINESS	Action	To be completed by	Item #
Feb. 25.16	EXPOSURE REPORTS – WSBC WEBSITE (Volunteer involvement) Ken attended a safety conference and learned that many fire departments are tracking hazard exposures by encouraging their crews to complete an “Exposure Report” after incidents when they were exposed to a known hazard. On the WSBC website there is a report to complete post-exposure. This report becomes part of an employee file that documents exposures in case of a work place illness. WSBC also uses the information as a data base. A copy of the report is sent to SSIFR for stats and placed in the employees’ personnel file. Discussion: How to educate the crews to use the system. - Provide the information - Email after each incident to the members involved - Training on when and how to fill out the form Annual testing for crews. What would the cost be to have crew members tested (i.e. x-rays, hearing)	A/Chief George		
Feb. 25.16	The hard helmet in the hose tower requires a chin strap. Dom suggested that instead of replacing the chin strap, to replace the existing helmet with a FIT helmet. Ken approved the idea and Dom will replace the helmet.	Dom Gaudet	Feb. 26. 2016	(closed)
Feb. 25.16	Andy suggested the committee name be changed to Environmental Occupational Health and Safety. The change would reflect the environment in our practice. Ken – We can discuss this at the March meeting. It will give everyone the opportunity to consider what the “environmental” actually refers to.	all members	March 2016	
Feb. 25.16	Abe is scheduled to take the “Violence in the Workplace” course on Monday, Feb. 29 th , in Nanaimo	Abe Hohn		
Feb. 25.16	Election of the 2016 Chair Person Ken Akerman will be the co-chair with Mitch Forest.			(closed)
Feb. 25.16	Recording Secretary No appointment for recording secretary. The possibility of filling the position with the recording secretary for the Board of Trustees will be investigated.	Andrew Peat	a.s.a.p.	
	ACCIDENT AND INCIDENT REPORTS			
Jan. 28.16	ACCIDENT AND INCIDENT REPORTS (discussed) Incident #2016-01-03-05 Back Injury – outstanding - Paperwork was not available at the meeting Incident #2015-11-17-06 Moving Apparatus in an unsafe environment - No injury – Unsafe procedure – preventable Recommendation: - Create a safe work space			

	<ul style="list-style-type: none"> - Remove people from the space - Remove vehicles from the space <p>Feb. 25.16 - Abe handed in the completed incident report for incident.</p> <p>Garage door incident – tabled – paperwork was unavailable, to be discussed at the February meeting. (see Incident #2016-02-06-07 below) – door repairs are complete</p>			(closed)
Feb. 25.16	<p>Incident #2016-02-06-07 (Near Miss) E201 at Hall 3. The brakes seized. The tires were turned towards the side of the bay door. When the truck lurched forward, the vehicle hit the side of the bay door. The brakes can seize on the vehicles, because they do not move every day, and when the trucks are parked the brakes may be wet. Rust forms on the brakes. Work will be done on the brakes to prevent a reoccurrence. PREVENTABLE</p> <p>Incident #2016-02-13-08 (Near Miss) T303 at Hall 3. The exhaust hose caught on the mop bucket. Lines for the flow path of the exhaust hose will be marked on the floor to prevent items from being placed in the area. PREVENTABLE</p> <p>Incident #2016-02-19-09 (Near Miss) Medical call – blood exposure Reminder to crews to remove gloves appropriately PREVENTABLE</p> <p>Incident #2016-02-06-10 (Near Miss) Feb. 16 – Live Fire May Day called. Requires an investigation. To be completed by Abe and Nancy</p>	<p>K. Akerman</p> <p>K. Akerman</p> <p>K. Akerman</p> <p>Abe Hohn Nancy Purssell</p>	<p>a.s.a.p.</p> <p>a.s.a.p.</p> <p>March 1 meeting</p> <p>April 2016</p>	

ACCIDENT AND INCIDENT REPORTS

Report #	Near Miss	Injury	Preventable
2015-10-31-02		1 (no medical treatment required)	yes
2015-10-31-02A	n/a	n/a	yes
2015-10-31-03	1		yes
2015-11-05-04		1 (no medical treatment required)	yes
2016-01-03-05		to be reviewed in February/March	
2015-11-17-06	1	n/a	yes
2016-02-06-07	1	n/a	yes
2016-02-13-08	1	n/a	yes
2016-02-19-09	1	n/a	yes
2016-02-06-10	1	n/a	under investigation

2016 Meetings will be held on the 4th Thursday every month.

Motion to adjourn the meeting at 2050