



**WPAC Safety Committee
May 08th, 2019 Conference Call
Minutes & Action Items**

Recorded by Fahimeh Yazdan Panah

Attendees:

Scott	Bax	Pinnacle Renewable Energy (Chair)
Dustin	Meierhofer	BC Forest Safety Council
Sheldon	Wheeler	Canfor
John	Stirling	Pacific BioEnergy
Steven	Mueller	Pinnacle Renewable Energy
Nicholas	MacGougan	J.D. Irving, Limited
Grace	Cox	Canfor
Victoria	Strowbridge	Foothills Forest Products Inc.
Jeff	Mycroft	Fike Canada
John	Arsenault	Quebec Wood Export Bureau
Shahab	Sokhansanj	UBC -Biomass and Bioenergy Research Group
Fahimeh	Yazdanpanah	UBC -Biomass and Bioenergy Research Group
Greg	Rye	West Fraser
Serge	Sirois	J.D. Irving, Limited
Jimmy	Boudreau	Canfor

Call to Order & Introduction

Scott Bax called the meeting to order at 11:03am

Approval of the Minutes of Previous Meeting

The minutes of the April 17th, 2019 meeting are approved.

Approval of the Agenda

The agenda is approved.

Review of Action Items of Previous Meeting

1. **June 11 Safety Conference.** The conference steering committee is comprised of Gord, Dustin and Fahimeh. The proposed keynote speaker is Curtis Weber. Gordon has booked the venue. Gord has talked to WorkSafeBC for the afternoon/evening meeting on June 10 and has booked the room. The Safety Conference website is done and registration is open (<https://www.woodproductsafetysummit.com/>). Promotion is done through Canadian Biomass Magazine. An agenda was put together by Gordon. The committee commented on it. Fahimeh talked to all proposed speakers and all have confirmed except for the keynote speaker (Curtis

Weber. The meeting with WorkSafeBC is to happen the day before the June 11th Safety Summit on June 10th. Registration is open already. Scott and Steve has a call with Jenny Colman to discuss the topic for the presentation for Safety Conference. Scott recommended that all safety committee members be a champion of the sessions and promote the event. **ACTION** – **Fahimeh** to send the updated agenda to all safety committee members. **Fahimeh** to follow up with Cutis Weber. **Gordon** to talk to WordSafeBC for recording Kevin's talk as a webinar. All safety committee members to share the information on the Safety Conference with colleagues and encourage others to sign up. **Dustin** will discuss with their director of communications on what can be done to get the work out on the upcoming safety summit. **ACTION** – **All members** to sign up for the conference as well as share the link and recruit others to attend. If attendees would like a pellet plant tour near PG, please contact Scott or Gordon to arrange

2. **Process Safety Management** – It was agreed that the next workshop will take place in the fall. It will be open to all forest sectors, not just wood pellets. The workshop focus will be on preparing bowties for the most common hazards on the wood pellet industry. Steven and Scott have talked to Jenny Colman on the process safety workshop for fall. It was proposed to have it tentatively planned for some time in late October or early November in Prince George. **ACTION** – **Gord, Scott, Dustin and Fahimeh** to work with Jenny on the content and specific examples for the workshop. Decide about the date and location in June Safety Committee meeting.
3. **HCI Monitoring and Alarm Systems**
Control room operators are critical to the safety success of a plant. Growing our collective understanding of leading practices with respect to Human Computer interface (HCI) and alarm usage and ultimately be able to put into practice some of those leading practices. Scott and Steve talked to Jenny to have about 20-30 minutes talk on this in June safety meeting. John Sterling suggested that an example of a change that has happened, how did it happen, what lessons learned etc. **ACTION** – **Scott and Steve** to reach out to Jenny and share the feedback and suggestions from the committee on small actionable items that can be done.
4. **Plant Operator training** – Dustin is to lead. Control room operators are critical to the safety success of a Using our HSA, developing a list of core competencies for being successful in that position. Upon having an experienced 3rd party establish the list, the SC can choose a couple competencies to focus on. A quote is provided by Clover Consulting on development of plant operator competency material (Gordon distributed the quote prior to the meeting). Dustin updated Greg that the committee has approved this to go ahead. Greg is planning to start the work in July and finish the work by October. A couple of companies are being selected to solicit resources from such as plant operator SOPs, SWPs, etc. The project is expected to officially start early July. Scott suggested that Greg attends the June safety conference if he can. **ACTION** – **Dustin** to ask Greg about his availability to attend the June safety conference and have a 10 minute talk. **Dustin** to update the group in June of the progress of the project.
5. **Combustible Gas & Confined Space Webinar** – Gord and Dustin are to discuss potential for Kevin Ericsson or alternative to present during the June 11 safety conference. Dustin has discussed with Kevin to present during the Safety Conference and indicated that the plan is to have it video tapes to be used as a webinar and be freely available to everyone. Kevin has slight concerns with the webinar being fully available. A budget (~\$3500) has prepared by Kevin and was distributed by Gordon prior to the safety meeting. Kevin has agreed to do the presentation and agreed that it be recorded for use as a webinar. **ACTIONS** – **Dustin and Gordon**

to set up the recording for webinar. Committee members suggested a few resources for video recording if needed.

6. **Work Plan – ACTION** Gord is to write an article for publication regarding activities of the safety committee and the work plan.
7. **Work Plan Review** – A complete review of the work plan was done in March meeting. It was decided to revisit the plan in few months from now.

Safety Sharing – this was postponed.

Other business

WPAC-Q1-2019 industry data report was reviewed and interpreted. Shahab suggested that the numbers be compared with the other wood processing operations. Steve and Scott to request to benchmark against broader wood operations data.

Update on Forest Industry Forum Technical Manufacturing Group – Steve provided a short report.

John Sterling will do the July safety sharing.

Next Meeting

Next meeting is scheduled for **Wednesday, July 10, 2019 at 11:00 a.m. Pacific Time.**