



Safety Committee Conference Call
Wednesday, January 12th, 2022, 11:00 a.m. Pacific Time
CONNECTION INFORMATION

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/223608621>

Canada (Toll Free): 1 888 455 1389

- One-touch: <tel:+18884551389,223608621#>

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Access Code: 223-608-621

AGENDA

1. Call to order
2. Attendance, welcome and governance
3. Review and approve agenda
4. Minutes of December 8th meeting. Review action items carried forward.
5. Jan 7 WorkSafeBC meeting: (1) recap, (2) request for support letters, (3) control systems review
6. Bed Dryer Working Group report update- Fahimeh Y
7. Critical Control Implementation Project update- Gord M., Cherie W., Fahimeh Y. & Bill L.
8. Isolation Deflagration project – committee feedback on report for Kayleigh Brown and Bill Laturus
9. 2022 Workplan development - Gord M. and Fahimeh Y.
10. 2022 Budget
11. Safety Alerts – Bill L.
12. Safety sharing – volunteers?
13. Confirm volunteer for next month safety sharing (Trevor Murdock)
14. Any other business
15. Confirm date of next conference call: Wednesday, February 9th, 2022 11am PST

Action items from December meeting

Meeting Date	Action Item	Accountable
Dec-21	Deflagration Isolation: Committee read the report and provide feedback for next month's meeting.	All
Dec-21	2022 Workplan: Fahimeh Yazdanpanah to add phase two of Dalhousie Research project.	Fahimeh Yazdanpanah
Dec-21	2022 Workplan: Rotary Drum Dryer Committee - Jeff Johnston, Daryl Davidson, Fahimeh Yazdanpanah, William Berg, Martin Clouthier	Fahimeh Yazdanpanah
Dec-21	Plant Operator Competency: Cherie Whelan to Invite Greg Shorland to all WPAC meetings to provide monthly updates on project.	Cherie Whelan
Dec-21	Safety Shares: January 2022- need volunteer for today – February 2022 Trevor Murdock	Trevor Murdock
Dec-21	Raw Material Storage and Combustible Dust Resource - Cherie Whelan to provide link to committee for review	Cherie Whelan



WPAC Safety Committee
Wednesday December 8, 2021, Conference
Call Minutes & Action Items
Recorded by Cherie Whelan /Tammy Carruthers

Attendees:

First name	Last name	Company
Amanda	Fee	Pinnacle Renewable Energy
Colin	Jones	Logistec Stevedoring
Daryl	Davidson	Pacific BioEnergy
Fahimeh	Yazdan Panah	WPAC/UBC
Frank	Wall	Premium Pellet Ltd.
Gordon	Murray	Wood Pellet Association of Canada
Jay	Juvenal	CV Technology
Jeff	Johnston	Pinnacle Renewable Energy
Jeff	Mycroft	Fike Canada Inc.
Jeremy	Slaunwhite	Rembe Inc.
John	Arsenault	Quebec Wood Export Bureau
Karen	Kellar-Brandt	Brandt Strategy Inc.
Kayleigh Brown Rayner	Brown	Dalhousie University
Luc	Cormier	Jensen Hughes
Martin	Clouthier	Jensen Hughes
Michael	Papp	West Fraser
Michael	Fantillo	Sinclar
Shahab	Sokhansanj	UBC -Biomass and Bioenergy Research Group
Shane	Neukomm	Canfor
Shawn	Gamble	Brink - Platinum Pellets
Travis	McCue	Canfor
Trevor	Murdock	Premium Pellet Ltd.
William	Berg	
Bill Latusus	Latusus	BC Forest Safety Council
Cherie Whelan	Whelan	BC Forest Safety Council
Tammy	Carruthers	BC Forest Safety Council

1. Call to Order

Gordon Murray called the meeting to order at 11:00 am.

2. **Attendance and Welcome**
3. **Approval of the Agenda**
4. **Approval of the Minutes of Previous Meeting**

The minutes of the Nov 10th, 2021, are approved. Review of Action Items:

- a. **Equipment Isolation research project:** Corey Gardiner provided Kayleigh Brown information – Final Report Complete.
 - b. **2022 WorkPlan** – Fahimeh Yazdan Panah shared survey results. They will take into consideration the feed back in all areas of the survey.
 - c. **Safety Shares:** January Corey Gardiner “Hot Work” February Trevor Murdock
 - d. **2022 Workplan Development:** Complete – Fahimeh Yazdan Panah shared in meeting
 - e. **2022 Workplan Development:** Gordon Murray contacted WSBC – Interested in meeting in New Year.
5. **Bed Dryer Working Group update:** Bill Laturus provided an update: all summaries have been completed. Bulk of work completed. Meeting with graduate student at UBC and gathering additional information to create a structure for final report. The draft report for end of year may be delayed.

Fahimeh Yazdan Panah reported on progress for funding of technical data analysis. It will be going out this week. Anticipating getting all costs covered for this project.

WPAC/BSFSC/UBC Team meet biweekly to review progress of final technical report.

6. **Critical Control Implementation Project update:** Bill Laturus, Cherie Whelan Whelan Cherie Whelan and Bill Laturus – Everyone submitted or have gotten extensions- majority first of second set of feedback from WSBC. Most are working through the process. The final responsibility is with the plants.
7. **Deflagration Isolation project update:** Gordon Murray and Kayleigh Brown Kayleigh Brown thanked Dalhousie for the funding and WPAC for commissioning her. The project report is available on WPAC website. If anyone has questions, they can email her.

Gordon Murray updated that the report can be used as a reference. He proposed a question to committee- *“how do we get the knowledge out?”* **Communication Plan:** circulating to members, available on website, send to WSBC, follow up communication material illustrated one page guide that Operators need to know, two-page fact sheet to a broader audience with key take away, an article for Canadian BioMass Magazine and BSFSN, one hour symposium (panel discussion format to run through topics in report) Push out for later in the year. Poll was already discussed – on this week’s agenda and seek more funding sources to keep Kayleigh Brown engaged.

Gordon Murray requested committee read the [report](#) and provide feedback for next month’s meeting.

ACTION: Committee read the **Deflagration Isolation** report and provide feedback for next month’s meeting.

8. **2022 Workplan Development** Gordon Murray and Fahimeh Yazdan Panah Fahimeh Yazdan Panah reported on the draft 2022 Workplan – final version will be available in January with added dates
Gordon Murray suggested the budget be attached to see if we need additional funding to support continued committee work.

WPAC Safety Committee Meeting Minutes

ACTION: Gordon Murray asked Fahimeh Yazdan Panah to add phase two of Dalhousie research project.

ACTION: Rotary Drum Dryer move forward with this. Jeff requested a committee to be formed. Volunteers: Jeff Johnston, Daryl Davidson, Fahimeh Yazdan Panah, William Berg, Martin Clouthier

Cherie Whelan suggested: including previous stakeholder information from group before proceeding.

Cherie Whelan provided an update on Plant Operator Competency – She is meeting weekly with Greg Shorland.

Greg Shorland is working on the learning resource documents and looking for gaps of what is still needed. He is on track for Q1 and Q2. Next steps: content and how it will be delivered – what is the platform and how will it be administered.

ACTION: Cherie Whelan to Invite Greg Shorland to all WPAC meetings to provide monthly updates of project.

9. Safety Share: Todd Conklin – not on call – No Share

10. Next Safety Share: Corey Gardiner – “Hot Work”

ACTION: Safety Shares: January 2022- Corey Gardiner – “Hot Work” – February 2022 Trevor Murdock

11. Others Business:

Jeff Johnston – had a visit from WSBC reviewing dust buildup with mobile equipment in and out of their tents.

They were asked to continue look for ways to do better.

Gordon Murray suggested Cherie Whelan send out link from compendium.

ACTION: Cherie Whelan to provide link to Raw Material Storage and Combustible Dust Resource

12. Next meeting: Next WPAC Safety Committee meeting on: **Wednesday, January 12th, 2022, 11am PST**

Meeting adjourned at 12:00 pm.

Actions arising from meeting:

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Dec-21	2022 Workplan: Rotary Drum Dryer Committee - Jeff Johnston, Daryl Davidson, Fahimeh Yazdan Panah, William Berg, Martin Clouthier (This will be put together later this year after Belt dryer project is concluded)	Fahimeh Yazdan Panah
Dec-21	Plant Operator Competency: Cherie Whelan to Invite Greg Shorland to all WPAC meetings to provide monthly updates on project.	Cherie Whelan
Dec-21	Safety Shares: January 2022- Corey Gardiner – “Hot Work” – February 2022 Trevor	Corey Gardiner Trevor Murdock
Dec-21	Raw Material Storage and Combustible Dust Resource - Cherie Whelan to provide link to committee for review	Cherie Whelan