

**Safety Training Standards & Delivery Fall Protection SME  
October 14, 2009**

<b>Invitees</b>	<b>Affiliation</b>	<b>Attend?</b>	<b>Invitees</b>	<b>Affiliation</b>	<b>Attend?</b>
Dave Taylor	Chemfab	Yes	Kevin Mackowski	IOL	No
Blair Allin	Boilermakers	Yes	Lonnie Cope	Suncor	Regrets
Dave Lambert	CSAO	No	Gary Krumholtz	Shell	No
<b>Doug McKay - Scribe</b>	Kel-Gor	Yes	Emilio Iacobelli	NOVA	Regrets
Tracey Verdone	LamSar	Yes	John Huybers	Curran	No
Victor Horvath	Laborers	Regrets	Ron Mombourquette	ALUMA	Regrets
Brian Strong	Millwrights	No	Shelley Brown	IEC	Regrets

**Acceptance of Previous Meeting Minutes**

Minutes reviewed and accepted
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**Discussion Items**

1. Blair indicated that he has some additional video from EWP suppliers that may be of use. After the meeting, he provided the video to Shelley
2. Still need more videos and pictures
3. The group discussed the take-away learner's guide. The group felt that it is important to provide the guide as a takeaway for anyone who wants it. The ones that get left behind can be reused or, if they are badly marked up, recycled. The group also discussed that the trainer's guide needs to be much more in depth than the trainer's guides provided with the CSAO program
4. Blair has suggested that there be 2 groups of apprentices go through the trial run of the program. The group felt that it would be a good idea for one or two members of the SME team to audit the presentation. The group also discussed the merit of doing a trial run with some experienced tradespeople for a different perspective. This would probably be done at the hall and could be arranged in November also.
5. The group discussed the logistics of marking scores for field training sessions. The SCANTRON cards have to come back to the IEC to be entered into the database so, it could work if there was a "template card" that the trainer could use to quickly provide feedback to the participants.
6. The group discussed the need for a Training Kit. Some items we felt should be included are outlined on the attached. Please review and provide suggestions or comments.
7. Discussed Level 2 trainers and how they would be kept current with the program as it changes. The trainer's accreditation may need to be refreshed on a regular basis.
8. Shelley was not at the meeting because she was going full speed ahead on the program development. We should have something to review at the next meeting.

## **Action Items**

1. Prepare learner's guide outline – held over.
2. What to include in refresher/gap training – held over.
3. Doug to revise gap document to STS re: 30 day formal inspection for scaffold.
4. All to review "Training Kit" document for comment, addition, and/or deletion.

## **Next Meeting**

October 21, 2009 – 1:00 – 3:00 IEC Room TBD

# **FALL PROTECTION TRAINING TRAINING KIT**

## **THE KIT SHOULD INCLUDE:**

- **One or more style of harness**
- **Examples of all types of lanyards**
- **A rope-grab**
- **A section of vertical lifeline**
- **A self retracting lifeline**
- **Relief Straps**
- **Adjustable shock absorbing fall restraint (?)**
- **Cooning cable**
- **Examples of defective equipment**
- **Laptop**
- **Projector**
- **Power bar/extension cord**
- **Bag to keep it all in.**