

**Safety Training Standards & Delivery Fall Protection SME
October 21, 2009**

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

Acceptance of Previous Meeting Minutes

Minutes reviewed and accepted

Discussion Items

1. Ron discussed some of the recent meetings (Safety Partnership Steering and Executive committees. Both are very pleased with the progress to date. They would like a detailed plan with milestones to be presented to them. Some thoughts on inclusion for this plan were:
 - Powerpoint
 - Facilitator's guide
 - Refresher training program
 - Trial runs of program
2. The biggest issue to be resolved (and it should be resolved at the Steering Committee level in the opinion of the group) is the Level I and Level II trainers.
3. We discussed the seeming misunderstanding of the process of development of this program in some groups in the area. We have tried to make sure that it is clear how this is being developed as a tripartite group but the message still doesn't seem to be getting through to everyone.
4. It was noted that the Safety Partnership AGM is on November 4 and that all members of the SME teams are encouraged to attend at least the beginning of the program.
5. The group reviewed 2 different videos dealing with PEWP. We found a short section in one of the videos (Vocam) that we felt was appropriate for use in the training program. There is still some concern about copyright issues and how we manage them through licensing, purchase of copies of the video etc.
6. The group agreed that, although the video sections are useful, there are often things we would not like to see (use of wrong style of lanyard in the video) and we agreed that there should be some form of disclaimer when these video clips are shown. One thought was to ask the trainees if they noticed anything wrong with the video.

7. In the PEWP section, it should be noted that tipping of the equipment will certainly result in a fall and fall protection equipment will not protect you from that type of fall. Many tradesmen have commented on this aspect of being tied off in a PEWP. The group discussed this and recommends that we say:
 - When operating/moving a PEWP restraint is required for protection.
 - When the PEWP is at working height and locked, workers should use a fall protection system appropriate for the situation. (this will take into account various Client specific requirements)
8. Shelley would like 3 scenarios with appropriate and/or inappropriate fall protection systems for each. The one mentioned above would be one example. Please try to come up with some more for the next meeting
9. There was some discussion of the logistics of having the materials (training kit) available to the level II trainers. Should it be available to pick up at the IEC, should common trainers have a version of it in their shop?
10. The facilitators guide that Shelley has developed needs to be cross referenced with the test. Everyone should attempt to do this before the next meeting. Shelley will send out an electronic version of both to Doug who will forward them for everyone to review.
11. We need to review the objectives to decide what needs to be in the refresher course since, most people will be going through that program.
12. Shelley suggested the development of a card to give a trainee an overview of
 - Inspection steps for equipment
 - Donning steps
 - Sarnia area standards.The group thought this was a great idea.

Action Items

1. Prepare learner's guide outline – held over.
2. What to include in refresher/gap training – to be reviewed at next meeting
3. Doug to revise gap document to STS re: 30 day formal inspection for scaffold.
4. Try to come up with Fall protection scenarios for Shelley – all
5. Review facilitators guide against test - all

Next Meeting

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