

**Safety Training Standards & Delivery Fall Protection SME  
May 20, 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	Yes
Dave Lambert	CSAO	Info only	Gary Krumholtz	Shell	No
Tom Hennessy	IEC	Yes	Emilio Iacobelli	NOVA	Yes
Tracey Verdone	LamSar	Yes	John Huybers	Curran	Regrets
Victor Horvath	Laborers	No	Ron Mombourquette	ALUMA	Yes
Brian Strong	Millwrights	No	Moe Carson	UA	Yes
<b>Doug McKay - Scribe</b>	Kel-Gor	Yes			

**Acceptance of Previous Meeting Minutes**

Minutes accepted as written

**Discussion Items**

Through the discussions around the changes to the template, the group spent some time discussing the remaining items to be completed by the group. It was determined that someone needs to go back through the minutes of meetings to determine the items that have been left for resolution. No one actually volunteered for this task so – anyone who wants the job, just let Doug know. We need to have the list prepared for next meeting.

Ron suggested that we should discuss the issue of acceptance of CSAO or other training and what that would look like in the transition period. This has been discussed to some extent previously, but we need to make a decision on how this will be handled. He suggested we take this on at the next meeting. One thought is that the Refresher Course could be used as a means for a worker to demonstrate competence.

We discussed the feedback loop on the Website. The group agreed that any questions or comments that come in that have been adequately discussed and decisions made by the group can be responded to directly by Doug. Any questions or comments that may alter our current position or have not yet been discussed will be formally brought to the team for resolution and formal response. The Website will be modified by IEC staff to include a response to requests section

**Populating Training Template**

The group discussed the changes suggested by Shelley for the template.

Most suggestions were quite minor in nature and were simply adopted. Areas where there was some discussion were:

- English language comprehension – the group agreed that this should be changed to reflect the possibility that someone could understand the content and the requirements in the training without comprehension of the English language as long as they were trained by someone who could work with them in their own language. The template will be changed to reflect this
- The group also felt that the language issue was a global issue associated with any training program and that the question of how to handle this issue should be raised to the Steering Committee through Ron
- In the section of the template relating to regulations, the group again agreed that it did not make sense to have trainees go through an exercise involving the regulations. Instead, the trainees will be provided with a copy of the relevant regulations and will be encouraged to refer any questions to their supervisor
- The group agreed that there was no skill component required in the scaffold section. We also agreed that it was important to include information relating to housekeeping as a source of potential falls. This should be in both the scaffold section and the section on fall hazards for emphasis.
- Safety Nets – significant discussion on this area. The group feels that, although nets are a part of fall protection, their use is very limited and the program should reflect this. Two things should be included in this section that were discussed. They are: That nets need to be designed by an engineer and the section will be changed to reflect that they MAY be used in certain situations instead of indicating the times they are REQUIRED to be used.

With the changes discussed being made, the template is ready to be sent back as a final draft for distribution to the stakeholders for their comments.

Tracey will make the final changes and send to Doug who will provide to Shelley

## Program Development

There was no discussion of the Program development at this meeting

## Action Items

1. Tracey to send completed template to Doug for distribution to Shelley and Mike
2. Someone needs to volunteer to review the minutes for items outstanding and provide a list to the next meeting

## Next Meeting

The team has gone back to weekly meetings. The meetings will be held on Wednesdays from 2:00 to 3:00 – **next meeting May 27 – 2:00 – Meeting room to be determined**