

Regular General Meeting

Date	September 18th, 2020	
Time	10:00 am – 12:00 pm	
Location	Register in advance for this meeting: https://zoom.us/join/zoom/register/tJ0rce-vqTsqGtYhuH9xU4XI9N3ITnJEDJyn	
Time	Topic	Lead
10:00	Call the meeting to order	President
	Call to Order, Announcements	
	Additions to Agenda	
	Adoption of minutes: From June 5 th , 2020 meeting	Secretary
	President's Report	Nela Graham
	Executive Director's Report	Mike Roberts
	Manager of Audit & Training Services Report	Justin Chouhan
	WorkSafeBC Report	WorkSafeBC
	Sub Committee Reports <ul style="list-style-type: none"> ED TAC 	Sergio Picco
	Presentation – Psychological Support Toolkit for Workers and Supervisors: COVID-19	Christine Zielke BCMSA
	Round Table – (5 Minutes per organization)	Members
Future Dates	Upcoming Dates to remember for 2020: <ul style="list-style-type: none"> December 4th (RGM) Upcoming Dates to remember for 2021: <ul style="list-style-type: none"> March 26th (AGM/RGM) Elections June 4th (RGM) September 17th (RGM) Dec 3rd (RGM) 	

Virtual Meeting

MEMBERS IN ATTENDANCE:

Mike	Roberts	BCMSA	<i>Executive Director</i>
Nela	Graham	Metro Vancouver	<i>President</i>
Andrew	Ross	City of Vancouver	<i>Vice President</i>
Sergio	Picco	City of Burnaby	<i>Treasurer</i>
Rebecca	Chow	District of Saanich	<i>Secretary</i>
Caleb	Mierau	City of Kamloops	<i>Director</i>
Nathan	Peters	City of Kelowna	<i>Director</i>
Rondi	Shanks	City of Port Alberni	<i>Director</i>
Parm	Phangura	City of Abbotsford	<i>Director</i>

Christine	Zielke	BCMSA
Justin	Chouhan	BCMSA
Candice	Roffe	City of White Rock
Steve	Langton	City of Prince George
Jen	Irwin	City of Vancouver
Dan	Smith	City of Vancouver
Daniel	York	City of Penticton
Sandra	Ciparis	Township of Langley
Norm	Doerksen	Central Saanich
Goran	Denkovski	RDKB
Yinka	Adewole	City of Dawson Creek
Sarah	Goodwin	District of Lake Country
Lidia	Grzesiuk	City of North Vancouver
Miriam	Bougie	Resort Municipality of Whistler
Nicole	Horspool	City of Vancouver
Sam	Chauhan	City of Surrey
Cheralee	Miket	MOTI
Wendy	Olsen	Village of Pemberton
Anastasia	Riabkova	City of Richmond
Dave	Richards	City of Richmond
Sarah	Robar	City of Vernon

Guests

Lisa	Houle	WorkSafeBC
Chris	Back	WorkSafeBC

The meeting opened at 10:00 am

Nela Graham called the meeting to order.

Additions to Agenda

Presentation on the new

Discussion on personnel and vehicles

Adoption of Previous Minutes

Anastasia Riabkova **Moved** to adopt the March 6, 2020 Regular General Meeting Minutes, seconded by Rebecca Chow, **Carried**.

Presidents Report

Thanked everyone for all the sharing and networking during these COVID times. Highlighting all the work the BCMSA has produced and made available to our industry. Networking has been one of the BCMSA strategic priorities during 2018-2020 and definitely COVID has helped support this priority. Welcomed everyone who doesn't normally have the opportunity to attend these meeting and thinks that this platform will work for future meetings.

Executive Director's Report

Mike Roberts advised that the focus on the 2018-2020 Strategic Plan is still going well and is almost completed.

COVID:

- Has enabled the BCMSA to make connections with over 70 new municipalities that we haven't work with in the past.

Office:

- Phase 2 training room, construction was put on hold by the TOL. We anticipate the fall to have the room up and running

Operations:

- Reviewing our business continuity plan. Like everything with COVID has changed our operation and staff are looking to review and update next week.
- BCMSA in partnership with Work to Wellness, continue running a series of virtual workshops to help employees manage the Stress related to the COVID-19 pandemic. We have complete 8 with another 5 to come. Workshops are offered at no cost to organizations and will be on a first come first serve basis. The first 8 were very well attended. Any subsequent private sessions will be offered for \$300 per workshop.
- Dr Samara from Dr Jodi Samara and Assoc will be running a free webinar on Wednesday June 17th 2:00 pm Returning to Work and Life in the era of COVID 19. She has offered this to the BCMSA free of cost.
- We are working with Work to Wellness on a Small initiative proposal to WorkSafeBC for funding for Toolkit and education sessions for supervisors, managers and workers to address workplace psychological health and safety risks during the return to work after Covid-19.

Outreach

- We have had the opportunity to attend three webinar sessions as a guest speaker with MIABC on their Think Tank series, the outreach has been incredible.
- Network LGMA, CIVIC Info, MIABC and opportunities to connect with groups like the Life Savings Society of BC and BC Parks and Recreation Association has opened to door for association and organizations to get a better picture of what we have to offer the municipal sector.
- Special thanks to WorkSafeBC and Labor Minister Harry Bains, they ran a town hall session a couple of weeks ago and real emphasized the importance of industries working with their Health and Safety Associations.

Newsletter – will be released next week

Manager of Audit & Training Services Report**Training:**

The year of 2020 started off on a very promising note for the BCMSA. Within the first three months of the year, the BCMSA was on pace to exceed its 2019 record setting pace for training with 18% growth rate for courses booked.

- In February, our pilot project for integrating tablets into our training sessions began with various municipalities. The training sessions were met with an extremely positive response by the students as it provided for a much more interactive and engaging training experience. As promised, we are working towards ensuring tablets will be integrated into all our core health and safety courses by the start of 2021.

This, of course, was prior to the COVID-19 Pandemic that we are all amid during this time. Like most organizations, COVID-19 arrived as an unexpected event and posed several unforeseen challenges. That being said, the BCMSA was able to pivot in the right direction and make some substantial changes in our training program to support our membership.

- In April, the BCMSA launched their Virtual Online Training platform. The Virtual training being offered mirrors our in-person classroom training sessions where employees have the ability to access online courses remotely and interact with an instructor, via Zoom or Microsoft Teams technology.
- Each of the courses offered will remain consistent with our in-class format including curriculum, criteria, activities, length and exam.
- Furthermore, in an attempt to support municipalities across the province, the BCMSA has scheduled weekly open-enrollment virtual training for those organizations that may not have enough students to run a training session.

We have also resumed our in-class training sessions for organizations where social distancing measures are intact (maintaining 2M distance and effective disinfectant wipes on-site).

An update on new Courses being launched in 2020:

- Mental Health (Every Mind Matters at Work, Managing Minds)
- Coastal Training (Crane, Pre-Trip, Load Securement Training, etc.)

Coming This Fall

The BCMSA is also working towards a partnership with Langara College where our SSCP would become recognized as part of the curriculum in their Recreation Studies Program (includes both the Diploma and Degree Program).

The courses that would be part of the curriculum include:

- Incident Investigation
- Worksite Safety Inspections

- Due Diligence
- Hazard Identification and Risk Assessment
- Presentation Skills, Communication and Crew Talks

Some information around the program:

- Recreation Studies as a program has existed for 50 years, with it's origins at VCC as a Recreation Facilities Management diploma program.
- The program focuses on community recreation, with strong ties to municipal recreation.
- 92% of our diploma graduates and 94% of degree graduates find work upon graduation in the municipal sector within municipal recreation

The Recreation Leadership Diploma Program is a 2-year cohort program providing plenty of hands-on, experiential learning that prepares you to be a recreation professional (supervisor-level and above). The cohort style program means small class sizes and a strong sense of community between students. The small class sizes also allow Instructors to provide more support for each individual student, and the ability to tailor that support for each student throughout their journey at Langara.

The Bachelor of Recreation Management Degree Program is a fully online degree completion program designed for recreation professionals to advance their career while working in the field of recreation. The program is flexible and student-focused and combines a solid foundation in management theory and practical knowledge with specialized courses in recreation.

- Langara is also currently working on a way to recognize previously completed BCMSA industry training as part of an entry into the program

COR:

- The Certificate of Recognition (COR) side of business for the BCMSA has been similarly exciting in 2020.
- Prior to the pandemic, we had five new organizations working toward obtaining COR certification in 2020.
- In addition, throughout the first half of the year, the BCMSA has continued to engage with WorkSafeBC and other certifying partners in reviewing and updating the COR program. However, the COR program has faced its own set of unique challenges due to the pandemic and many audits were postponed until later in the year.

- Any organization applying for COR certification is required to contact the BCMSA prior to filling out their notice of audit.
- In addition, any organization set to conduct their maintenance audit in 2020 must complete their audit by December 31, 2020.
- The Industry Labour Services department is in the process of being changed to OHS Consultation & Education Services and currently conducting consultations with employers and workers across the Province to ensure they understand their requirement in developing COVID-19 Safety Plans and helping them with any challenges they may have. As a result, the team will be splitting their time between handling COR inquiries and assisting with the stakeholder consultation efforts – so responses from them may be delayed for the month of June and possibly beyond.
- The BCMSA will continue to provide updates and communicate all changes to the COR program to our clients as they come us.

WorkSafeBC Report:

- Thanked the BCMSA for all the all the work that has been done around COVID resources.
- WorkSafeBC has participated in several webinars with the BCMSA
- Funding process has begun for HAS's, will be working with the BCMSA closely over the next number of months. Funding submissions are due at the beginning of September.
- Information about rate setting sessions will be coming out shortly
- Reviewing sector plans
- A lot of work on reopening plans for Parks and Recreation

WorkSafeBC website, covered the following topics:

- COVID templates
- COVID Safety plans
- General resources
- Technical document
 - Inspections
 - First aid
 - Industry level protocols

Sub Committee Reports

Update in the Manager of Training and Services report, meeting postponed due to COVID.

Presentation by WorkSafeBC on COVID 19

Chris Back, Director of OHS Consultation and Education Services answered question from our membership.

Old Business

None

Round Table

- Steve Langdon – (City of Prince George) COVID focus and normal business
- Nela Graham – (Metro Vancouver) has shared many resources/ protocols with the BCMSA
- Jen Irwin – (City of Vancouver) provided an update on the fatality in the City of Vancouver. A webinar will be presented by the City of Vancouver and BCMSA. Will create a hazard bulletin and will be shared.
- Yinka Adewole – (City of Dawson Creek) thanked the BCMSA for all the resources.
- Sam Chauhan – (City of Surrey) COVID, COVID. Spoke about first aid changes. Working with employer's forum with employer's resumption to operation. Focusing on the science-based approach. Thank-ful for all the members helps and sharing of resources.
- Cheralee Miket – (MOTI) COVID and working with contractors.
- Wendy Olson – (Village of Pemberton) Working on protocols with COVID/safety plans
- Caleb Mireau – (City of Kamloops) COVID. Had their first on COVID inspection which include an emphasis on sun exposure. Talked about silica dust (street sweeping) and working with WorkSafeBC and the control need for workers and public.
- Goran Denkovski - (RDKB) Wanted report they have not had a COVID case to date.
- Rebecca Chow – (District of Saanich) Identified a new organization in eastern Canada that makes surgical and face shields. If you want the contact please contact Rebecca directly. Another supply company was Costco.
- Sergio Picco – (City of Burnaby) Thank you all for sharing information.
- Geoff Wright – (City of Vancouver) Thank you, and working on collaboration with multiple departments within the city.

- Sarah Robar – (City of Vernon) new to the group and introduced herself, welcome.
- Sandra Ciparis – (Township of Langley) Talked about where an employee has more than one employer WorkSafeBC has paid both employers. Trying to correct the problem has been very difficult.

Meeting adjourned at 12:17pm.

Next Meeting Date:

Regular General Meeting – September 18, 2020