

1. January 2022 meeting

- a. Meeting held in person Wednesday February 2, 2023.
- b. Location Agronomy lunchroom.
- c. Manager: Connie Rose
- d. Next meeting for the month of February 2023. Held in person Wednesday March 1, 2023. 1:00 pm in Agronomy lunchroom.
- e. Attendance for January 2023 meeting.
 - Agronomy – Mac, Doug
 - Horticulture – Connie, Sue
 - Golf front end operations:
 - Golf Shop – Jordan
 - Golf Services – did not attend.
 - Course Marshals – Jordan
 - F & B On Course Service – did not attend
 - Tennis – Fred
 - BMAC – did not attend.

2. Department Updates

- a. **Agronomy:** Worker with shoulder injury is back to work full duties. Nothing new to report. Monthly summary submitted.
- b. **Horticulture:** Two first aid records completed, due to nature of both incidents EIRR was not needed, no lost time and no medical attention needed. #1 Worker was pruning plant and sap went in eye. There was redness and irritation. Used eye wash several times until eye felt better and redness subsided. Second first aid record completed, worker was pruning plant and thorns scratched under nose area, there was redness and bleeding. Used polysporin, workers pain subsided, bleeding stopped. Monthly summary submitted.
- c. **Golf Shop:** Nothing to report, monthly summary submitted.
- d. **Golf Services Update:** Nothing to report. Monthly summary submitted.
- e. **Course Marshals Update:** Nothing to report, monthly summary submitted.
- f. **F & B On Course Service Update:** Nothing to report, monthly summary submitted.
- g. **Tennis Updates:** Nothing to report, monthly summary submitted.
- h. **BMAC:** Monthly summary, not submitted.

3. Department inspections

Pro shop – Next inspection scheduled for May 2023.

Golf services – Next inspection scheduled March 2023. Follow up on installation of fire extinguisher. We have concluded the weight of the golf bags is no longer an issue and has been closed. No further action required on this matter, as an email has been sent out to members asking them to remove heavy unnecessary items.

Starters and marshals – Next inspection scheduled for May 2023.

Food and beverage

- Members lounge – Next inspection March 2023. Follow up on installation of fire extinguisher.
- Comfort station 10 mountain course – Next inspection April 2023.
- HUB storage area –Next inspection April 2023.
- On-course service - Next inspection April 2023.
- BMAC kitchen worker - Next inspection April 2023.

Agronomy – Next inspection February 2023.

Horticulture – Next inspection February 2023. January inspection indicated the red sea can floor is an issue and rearranging storage items will reduce tripping hazard; this was completed February 1, 2023.

Tennis – Next inspection May 2023.

BMAC – Next inspection May 2023.

Maintenance workshop – Next inspection scheduled March 2023.

4. Hearing tests – rescheduled for February 2, 2023, cancelled due to snow.

Departments required for hearing tests, Agronomy and Horticulture. Employees are already signed up.

5. Follow up required before March 1, 2023 meeting.

-Jason, if your team is using the backpack blower provided to your team from Agronomy, ensure PPE is being used by all staff. **Jordan to follow up.**

-Russ, Fred had a question regarding pressure in the bubble and if there are any concerns tennis staff need to be advised about. **This is not an issue.**

-Jordan to follow up with installing fire extinguisher for golf services, and installation in the members lounge for next meeting, March 1, 2023

6. Notes;

-If your department is providing first aid supplies for members of golf, tennis or the BMAC, please have these items restocked within your department. We have an account with Columbia Fire and Safety.

-If a worker needs first aid supplies, please fill out the required WorkSafeBC forms, and these items will be refilled during department inspections from our OHS team.