

## *Minutes*

### **CSA Community Advisory Group To Western Forest Products September 14, 2011 Western Forest Products Boardroom**

Attendance: refer to attached sheet

6:00 pm: Meeting called to order  
Quorum noted

#### **Safety Review**

Facilitator noted fire exits and first aid attendants in case of emergency. Meeting place in case of emergency was noted.

#### **Code of Conduct**

Code of Conduct for Community Advisory Group was reviewed.

#### **Welcome and Introductions**

Chair welcomed Mark Haupt, WFP Environment, Health and Safety Advisor. Group introduced themselves.

#### **Review and Acceptance of Agenda**

Agenda was accepted with the addition of a discussion regarding the frequency and day the week that group meets as well as a discussion about some photos sent to Stuart.

#### **Correspondence**

Copies of recent correspondence was provided and reviewed

- Emails inviting First Nations and Erik Blaney to meetings
- Letters to PRPAWS
- Emails regarding traffic pattern change
- A Branch closure email
- Goat Main Open email
- PRATV Poker ride email
- BC Bike Ride road restrictions email

#### **Review and Acceptance of Minutes**

Minutes from May 11th Island Timberlands meeting were accepted by email during the summer.

#### **Operational Information Map Review**

##### **Current Activities**

##### **Harvesting**

GI-027, ST-027, ST-035, ST-039, TH-500, TH-501, TM-112, TM-223, UL-810, WL-950, WL-028, WL-044

##### **Road Construction**

CH-400, CH-402, NA-912, NA-920, NA-935, PD-168, PD-421, PD-464, ST-029, UL-812

**Engineering**

BT-649, BT-664, GI-117, GI-131, LL-017, ST-040, ST-235

**What's New on the Map**

**New Blocks**

BT-649, GI-117, ST-235

**New Roads**

BT-649, GI-117, ST-235

**Cutting Permit Approved Areas**

None

Note: ST-235 is located along the Sunshine Coast Trail.

**Logging Complete**

GI-008, GI-027, GI-127, GI-203, HE-521, ST-102A, ST-105, ST-225, UL-809

**Road Construction Complete**

None

**Engineered Blocks**

PD-459, GI-119, ST-220

**Engineered Roads**

GI-119, ST-220

Comment from the Chair – Stuart and Rudi planned and conducted another forest industry tour last Saturday. It was very well attended. Two school buses loads of people participated. Blake Fougere for MoF talked about invasive plants, Stuart talked about harvest planning and silviculture, Eagle Walz did a walk along the SCT in block ST-245. In TM-182 Rudi talked about the logging history, girdling and variable retention. Lunch was provided at the canoe route and a CAG member spoke on behalf of the CAG. The group looked at a new bridge and a fir beetle trap. The trap had thousands of bark beetles in it. The last stop was at the Lois Lake fish farm.

**Company Update**

Things are generally better and WFP is able to plan a bit farther ahead. They had two summer students. One has been hired full time up at Holberg and the other will be at Stillwater until January. We will be hiring summer students again for next year.

*Question: How is your logging production? Is it on schedule?*

Yes. Logging is on schedule. We will be over the AAC this year and as we had a number of years which were under the AAC we had some room this year to go over now that things are better. We still have room to go over again next year.

**Mark Haupt – Environment, Health and Safety Advisor**

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Mark presented a review of Western Forest Products safety over the last couple of years. On the logging side of WFP they have recognized a 50% improvement of MIR (Medical Incident Rate). They've gone from a 5.0 to a 2.5 MIR. This means that 5% of people would need to go for medical treatment, lose time from work, or not be able to do the regular job because of a work place injury. On the manufacturing side which includes all of the sawmills they have recognized a 24% improvement of MIR. They've gone from 3.56 to 2.70. If we looked at the rates a year ago the company was doing a little better than that. They've had a bit of a tough stretch lately and there are a lot of theories, but whatever the cause – more people have been getting hurt. Zero is the number they are aiming for. The company over all has a 37% improvement since 2006. They've gone from a 3.96 to a 2.59 MIR.

*Question: Does that include contractors?*

No. We didn't start measuring contractor MIR until part way through 2007, but we could give a year to year contractor rate. The contractor rate traditionally has been significantly higher with the exception of the last little while. Lately our contractor rates have been on par or better than WFP rates. Over the last month the contractor rate was better than the WFP rate.

*Question: Why don't you keep track of their rates?*

We do now.

*Question: Is it a fair comparison? Don't your contractors do more hazardous jobs than company employees?*

In some operations such as Stillwater and Port Alberni all are contract, but operations like Englewood are company crews. Englewood is a 160 employee company crew, Gold River is 100 people, and Holberg is a company crew.

*Question: What is the split between company loggers and contractor loggers?*

I'm not sure. Do you know, Stuart?

My guess would be around 50% of each. I think it is a fair comparison.

50% improvement in timberlands since 2006 is not good enough. How do we get better? One of the things the company has been working on lately, particularly in response to the two fatalities that a couple of the contractors have suffered on Vancouver Island, is they are looking at how they perform hand falling within the company. Next week there are two fallers' leadership workshops scheduled. The workshops are really focusing on participants being leaders. They are comparing the current fallers culture versus the ideal fallers culture. It includes a workshop on setting and managing expectations. They will be introducing switchback training into the session as well (switchback training teaches participants to recognize signals that affect the decision making process in the field. The psychologist that created switchback training has had great success in helping people recognize when they are in a situation where they go from organized logical thinking to unorganized illogical and at risk thinking). There are two sessions: one in Port McNeil and will include all of the company's falling contractors and company falling supervisors on the North Island and one in Courtenay which includes some people from Stillwater, Port Alberni, Gold River, and Mid Island operations.

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*Question: Do you send your contractors from this area?*

Ken gave us a list of the major contractors. All were invited, but all are not necessarily attending. For instance in the Port McNeill session we have about 22 or 23 people confirmed and that includes 9 company people. The balance is contractors. The Courtenay session has 25 or 26 people confirmed and 9 are company employees. The remainder is contractors.

Has anyone heard of the Red Book? It is our WFP fallers 'bible'. It has everything to do with handfalling in it. It is an easy to understand set of expectations and it puts everyone on an even playing field. Everyone is expected to follow the rules and regulations in this book which is really an interpretation of the WorkSafe BC codes. A fellow that used to be the bullbucker and hand falling supervisor at Gold River is now the corporate falling expert. He goes from operation to operation, both company and contract, and does red book audits. It is continual monitoring and feedback. He is a down to earth and reasonable individual so he works well with everybody.

*Question: What kind of an audit would he do? Would he audit the actual falling?*

Yes. He is also a qualified supervisor trainer so he can actually be at the stump with the faller when falling activities are taking place. Very few people can do that. He can physically watch, he can come in afterwards and do stump audits – checking the quality of the stumps left for proper undercut and backcut. He will also monitor to make sure escape trails have been properly brushed out behind or at a 45% angle from the stump. He also looks at supervisors records to make sure they are going in and giving fallers feedback on a regular basis.

*Question: Who from WFP would go talk to the contractors here about desired lengths and so forth?*

That would be a quality control person. For safety, Chris McAllister is our resident expert and he comes to Stillwater on a regular basis to help the fallers out with Red Book issues.

Right now there is a faller study taking place that involves UBC. It was first conducted at Woss and now it has moved to Gold River. It is a continual conversation on a radio with the faller at one end and a data collector at the other. As the faller goes through the course of his day he describes the situation and risk that he is taking. He describes his surroundings and what he is walking on and as his day unfolds he explains his plan and what the result of executing that plan is and particularly when something unexpected happens. What they are looking for are common links when something unexpected happens. BC Forest Safety Council and WorkSafe BC are involved as well as UBC. They are the data experts and they can extract data from all of the hundreds of recorded conversations. With any luck they will come up with something that hasn't been shown before. It is still in the data collection phase. The handfalling portion of this business is filled with risk and if we continue to do thing the same as we've done in the past we will continue to get the same result so this is a way of looking elsewhere.

We are now introducing our new Blue and Orange Books. The Blue Book is mechanical harvesting and safety and the Orange Book has to do with off highway hauling.

For the most part Stillwater operation has implemented the Orange Book already. There has been a major focus at this operation on hauling safety.

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In the company there are two individuals that are third party consultants that do truck inspections from Holberg to Stillwater. They have been to Stillwater at least twice in the last six months. Dave is actually a former lead accident reconstructionist with the RCMP and Tom is a former lead inspector for commercial vehicle safety branch. These two professionals will stop a truck and inspect the entire truck to make sure that it is mechanically sound and fit for duty. What we have found is that as much as it is an inspection exercise, it is also an educational exercise for the driver because you don't remember everything you learn in class from the three day air ticket you took twenty five years ago especially if somebody does most of your checks for you. So, it has been a good learning exercise for the drivers.

*Question: Is there a follow up afterwards if they take a vehicle off before it can go back on?*

We don't do a follow up. We leave that to the operation. We identify what the problem is and in some cases we will remove the truck from service right away and then leave it up to the operation to follow up. We will come back and do a random check again depending on the severity of what we found. Each time they go in the results are better at every operation. This gives us confidence that we are moving in the right direction. Frankly, next to handfallopping driving trucks is the highest level of risk.

We are doing our first rounds of timberlands safety standard audits. We have six safety standards that we have implemented throughout all of the timberlands operations. Safety procedures are left to each operation because there are significant differences from operation to operation, but items like the Red Book, operating machinery on steep terrain, and hauling are all items that have across the board significance in our company. We've been to about half of the operations now and looked at the six standards to see how well the company and contract crews are living up to the standards. We are finding pockets of excellence and pockets where people are confused about what the standard is, and pockets where we haven't done a very good job of communicating our expectations to some of our contractors. It is not an audit on the contractors. It is an audit of how well the company has passed on that information.

*Question: Who do you use for your third party auditor?*

The fellow's name is Stu Smith. He is an ex-employee of Timberwest and he became a charge hand after that. He lives in Lake Cowichan and he also is a BC Safe Forest Council auditor. He retired about 4 or 5 years ago and his passion was safety so he hung out a shingle and went into business for himself. He will be over here to do our Safe Companies audit this year. He is a logger which the guys love. He's not an auditor that asks forty questions with a monotone voice. He ran a grapple yarder for 25 years and is a person that the guys can talk to.

WFP is using several different training initiatives for continual improvement. They are not new, but are new to a lot of people just coming into the industry. They are offered to company and contract employees on a regular basis. They include incident investigation training and risk assessment training (RADAR). They also do safety interventions and encourage people to have the courage to care. New supervisors and contract supervisors are offered due diligence training. This includes charge hands whether they be hourly or salary. People need to know that they are responsible when they go into those roles. Finally, they have performance management, which is setting expectations and managing the expectations.

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WFP has a new database called the Citrix Database. It is an incident investigation database that gives them a better opportunity to trend information and take corrective actions. They are able to do a root cause analysis of every incident that is investigated for a period of time with this system.

Ability management is another area that they are focusing on. There is now a full time ability manager employed by the company. She is based in Campbell River and travels throughout the divisions. The focus is on staying at work and an early return to work. This is for workplace and non-workplace related injuries and discomfort. It encourages people with injuries that are starting to come on like back pain to be recorded and have the duties that are causing the discomfort relieved until it becomes a real problem. For people that suffer traumatic injuries it is how to keep them at work or getting them back to work or not. The company pays the employee whether they are at work or not because WorkSafe charges all of the costs back to the company plus it is good for the employee to keep working as they make less money if they are off work so it is a win for both parties if the employee can be kept employed at something.

WFP gives a lot of assistance to their contractor with their safe company certification. WFP's workplace safety plans for all areas help the contractors with their safe company's audit. If a contract company needs safe work procedures WFP has them available for them. WFP has developed hazard alerts on behalf of the contractors. WFP gives the contract companies assistance with incident investigations as well as training for the investigations as well as risk assessment training. In some of their operations their man check procedures have the contractors rolled right into it.

*Question: How do you deal with people that are accident prone?*

We use our performance management to deal with that. We set an expectation and then we manage that expectation. At times it may not work and the employee may need to be terminated.

*Comment: I've been attending the day of mourning for workers killed on the job for the last six years and when I first started going there was a great deal of concern over the number of deaths in the woods with the forest industry workers and in particular for the contractor employee. I am happy to report that there seems to be some change and there is less concern now. I think Bill C45 may have helped as now not only could a supervisor go to jail for not performing due diligence but the principals of the business could as well. I can understand why there could be some difficulty hiring supervisors. If you see the families of the fallen you can appreciate why the law was created.*

Yes. If you attend a funeral of a fallen logger it is not just the families but the whole logging community that come out.

*Comment: So, safety has to be number one.*

No question.

### **2011 CSA Audit Results and SFMP Updates**

Stuart showed the group the April 2011 audit report for Stillwater and Port Alberni. The report has a summary with a number of bullet points from the advisory group. It says the CAG represents the stakeholders of the community, is independent of the company, and that WFP responded to the group regarding issues and concerns with the DFA. The meetings between WFP and the CAG have been a

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very good educational forum bringing the most current information on an issue as well as field trips and the annual forest tour. The process has improved over time and Stillwater has a strong commitment to the process. Discussions and presentations help to make sure more understanding is obtained. WFP was recommended to continue to encourage First Nations to participate in the process and invite CAG members to participate in the company's next internal audit.

Stuart did invite members to the last internal audit, but nobody was available to attend. He extended an invitation to members of the group to the next internal audit.

*Question: What happens during the audit?*

Michel usually goes through the processes. You sit with the standard and go through each item.

*Comment: Please let us know when the next internal audit occurs as the auditor thought it would be of value to us and we've never been through one so we don't know.*

There were no outstanding non-conformances from the previous audit and there are no significant issues.

Listed under good management practices are: excellent public outreach program including annual forestry tour, staff felt new SFMP provided better value than the old plan, the planting contractor interviewed noted WFP was very open and responsive, company crew and contract employees showed very good awareness of WFP EMS and their potential impacts on the environment in which they are working, staff and contractors demonstrated a willingness to bring forward any issues they felt were important to supervisors of WFP, excellent maps, well maintained EMS.

Areas of concern: the auditor saw a couple of blocks that had chipping done where there didn't seem to be much material left behind. Stuart noted that FRPA legislation states that a minimum of four logs per hectare with a minimum length of 5 meters and 30 cm in diameter at one end must be left. Stuart said if you look at the whole land base this minimum is easily met and the comment is in regards to the few blocks close to town where chipping occurred. It was just a reminder to not over do it with the clean up. Over the years the conversations have always been about leaving too much and now there is a need to watch that too little is not left. Also, Stuart believes that there may be enough waste so they should go to that block and measure to see what is actually there.

Opportunities for improvement for Stillwater: The auditor likes the fact that WFP planted trees along the block near the Sunshine Coast Trail one month after harvesting. He thought WFP should be putting signs up along the trail pointing this fact out. Stuart said there are pros and cons to doing this because a couple years hence the signs are all moss covered and shoddy and look like nobody cares. He thinks doing the forest tour and taking people to the site might be a more effective way of communicating these positive things. It is something to think about. Opportunities for improvement are simply suggestions. You don't have to do it.

Another item addressed by the auditor as a possible opportunity for improvement is additions and deletions to the forest area. The auditor found that the target only considered deletions due to permanent access structures such as roads. The auditor suggested group should consider reviewing to see if other

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types of deletions should also be included. Stuart changed the wording in the indicator to include other types of deletions and the group agreed to the changes.

The next item on the opportunity for improvement list is net carbon uptake. The audit found that the calculation for net carbon uptake does not take into account non-operational fires. Stuart updated the calculation to include this item and the group agreed to it.

Regarding the level of investment in initiatives to the community's sustainability the audit found the target of a minimum of two projects per year too low considering that WFP had 15 projects in 2010. Stuart and the group chose a new target of 10.

The last indicator that the auditor felt had an opportunity for improvement is the one addressing evidence that a worker's safety program has been implemented. The auditor was happy that WFP is doing safe certification but he wanted the contractors included in the indicator. Stuart added the contractors to the indicator and the group agreed with adding them.

Opportunities for improvement for all sites: Consider providing the dry land sort copies of best management practices for woody debris cleanup to the DLS. Stuart has provided a copy.

### **Bark Beetle Update**

WFP is cautiously optimistic that the bark beetle is under control. It went down quite a bit since last year. The weather being cool and wet probably played a big part. The blowdown is no longer any good for them, the trap trees and the pheromone traps caught a lot of them.

*Question: When are you taking out the trap trees?*

The Fullers are in Goat right now and they will have them all in the water by next week. Stillwater will start on Monday.

*Question: Do you need to worry about them falling out of the trap trees when you move them?*

We are not running them through the processor. At this point they would probably die because they are already burrowed in for the winter they wouldn't burrow again.

*Question: Where are you going to process them? How long will they be in the water?*

They will go with all of the other wood and they will be in the water for two or three weeks.

*Question: Are they bundle booms? What happens to the logs on top?*

It goes through the dry land, rebundled and back into the water. The bark gets hogged and burned.

*Question: What about all of the wood that Plutonic didn't take care of?*

What they originally left has been down so long that is no longer food.

*Question: What about the new wood they are bringing down?*

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The new wood is theoretically just like a trap tree at this point. It should come out or those beetles will fly in the spring.

*Question: But will they come out?*

I sure hope so. We've talked to them about it and they seem to be expressing that they plan to. It is not out yet. It is not simple to get out.

*Question: Whose is the wood if it comes out?*

Western's.

*Question: What is the advantage to them to take it out?*

Leaving it could exacerbate the amount of dead trees along the transmission line and they are aware that people are concerned about timber being left and the bark beetle issues.

### **Waste**

Member sent photos showing waste left behind. There were perfectly good logs. Member wanted to know if this is something that is happening more and more because of the mechanical processing.

Stuart said it is not his area of expertise and he suggested that it would be a good guest speaker topic. They have a full time quality control person.

*Comment: That is what I was thinking.*

Group discussed which night of the week is best for everyone. Most members still wanted to meet on Wednesdays. Group discussed how often members should meet with WFP. Overall people felt that as long as there was something valuable to discuss and a good guest speaker can be found it would be good to meet once per month, but that the group would not meet if there was no value to have a meeting. It could be challenging to find a good guest speaker every month.

**Meeting adjourned at 9:00 pm**

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**Stillwater CSA Community Advisory Group  
Western Forest Products  
September 14th Attendance**

Name	Position	Member Seat
PRESENT		
<b>Jane Cameron – Chair</b>	Primary	Member at large
<b>Nancy Hollmann</b>	Primary	Tourism
<b>Colin Palmer</b>	Primary	Local Governments
<b>Rory Maitland</b>	Primary	Contractor
<b>Read English</b>	Alternate	Local Business
<b>Bill Maitland</b>	Primary	Local Business
<b>Paul Goodwin</b>	Alternate	Forest Dependent
<b>Mark Hassett</b>	Alternate	Contractor
<b>6 Seats represented</b>		
<b>ABSENT MEMBERS</b>		
<b>Dave Formosa</b>	Alternate	Local Governments
<b>Andy Payne</b>	Alternate	Member at large
<b>Russ Parsons</b>	Alternate	DFA Worker
<b>Dave Hodgins</b>	Alternate	Recreation
<b>Ken Jackson</b>	Primary	Recreation
<b>George Illes</b>	Alternate	Environment
<b>Barry Miller</b>	Primary	Environment
<b>Doug Fuller</b>	Primary	DFA Worker
<b>Rob Stewart</b>		
<b>PRESENT</b>		
<b>Resource – others</b>		
<b>Mark Haupt</b>	WFP	
<b>Laura Braden</b>	Career Link	
<b>Stuart Glen</b>	WFP	
<b>Valerie Thompson</b>	Facilitator/Secretary	