

# Quarterly Meeting

2021/06/23

13:00 – 15:15 EST

Zoom Call

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<b>Meeting called by:</b>	G. Brouillard	<b>Type of meeting:</b>	Quarterly Meeting
<b>Facilitator:</b>	G. Brouillard	<b>Note taker:</b>	J. Castrucci
<b>Attendees:</b>	G. Brouillard, J. Castrucci, M. Marta, H. Deng, M. Tufail, F. Roche (until 14:00), M. Brownstein, J. Johnson, C. Yen, D. Tutt, Syed T. (until 14:10), G. Norval (until 13:30), Srikantha Mangalam, A. Cardoso, F. Henselwood, P. Amyotte, G. Creedy (until 13:010), A. Sistilli (until 14:10), P. Jadidian, H. Ebrahimi, K. Landra, M. Oliverio (from 14:10)		

## Minutes

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<b>Agenda item:</b>	Approval of agenda and meetings	<b>Presenter:</b>	G. Brouillard
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### Discussion:

Minutes approval: Motion M. Marta, second G. Brouillard.

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<b>Agenda item:</b>	2021 Conference (see attached slides)	<b>Presenter:</b>	H. Deng and A. Sistilli
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### Discussion:

Challenge of CCEC deciding on only in person conference with no hybrid option. So PSM is pursuing online conference alternative (week after?) – as usual technical track, presentations and workshops.

Deng and Sistilli preparing letter to inform the CCEC board.

Quick survey of attendees: will you attend the in-person CCEC conference in October 2021? 19 attendees at this meeting. 7 yes, 7 no, 2 unsure.

Final decision in next week or two after talk with CCEC.

P. Amyote: MK O'Connor is offering hybrid option (week prior to CCEC, so prefers week after for PSMD). His group will not be travelling so hybrid is best. Please keep fees reasonable.

T. Syed: What are long term consequences of splitting off for this year? (A: This. Is a one-off decision for this year.) How does this impact the workshops? (A: Need to figure this out. Promotion will be important.) Will wait for final decision as this will impact workshop delivery.

Direct followup questions to H. Deng

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<b>Agenda item:</b>	Subcommittees	<b>Presenter:</b>	various
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### Discussion:

Revitalization sub-committee update (H. Deng) (see attached slides). Target students, young professionals, expand Western Canada memberships, mentor-mentee relationships.

Member satisfaction survey sent out this morning. **Due by July 6.** Link: <https://forms.gle/AU3YZmUE9PS6Yg3J8>

Bimonthly virtual webinars planned to start in September.

CCPS Liason (F. Henselwood). Canadian CCPS conference in September, fully virtual, Panels and sharing of best practices. Agenda for PSM to connect with other groups.

How to register:

Action items	Person responsible	Deadline
✓ Share learnings on running CCPS that will apply to PSMD running our own events in late October	F. Henselwood	Next meeting

Group to send government comments on C-28 bill to amend CEPA 1999. (M. Brownstein).

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**Agenda item:** Other member initiatives **Presenter:** various

Energy Safety Canada (P. Jadidian, H. Deng)– expanding to offer more PSM focused content. Already do bulletins, best practice sharing. Looking to partner with us as SMEs and them with established platforms. Will invite to next division meeting so we can expand collaboration - possibly content for Revitalization workshops. Cross-link websites. Etc. H. Deng and P. Jadidian to pursue.

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓ Contact ESC and determine if they can accept PSMD member help as SMEs and what resources ESC are willing to offer, especially in terms of distribution	H. Deng and P. Jadidian	Report at next meeting

ERA Guideline (M. Marta) (see attached slides) – Peer review process explained to the group. Three questions to help define process.

1. Does this need an confidentiality agreement for reviewers?
2. How much time to allot to the reviewers? Bottom up analysis suggests 4-7 months.
3. Ways to integrate reviewer feedback?

To distribute this slide deck with survey questions and follow up meeting. J. Castrucci to support with meeting logistics. Create survey this weekend to ask members for feedback and if they would attend a meeting.

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>
✓ Prepare survey questions and	M. Marta	End of Week
✓ Format survey questions for distribution to membership	J. Castrucci	Next Week
✓ Act on member feedback to proceed with peer review	M. Marta	Before next meeting

Risk Assessment Guideline (M. Oliverio) – expect to complete final draft by end of year. No feedback needed from committee at this time.

Insurance Update (G. Brouillard) – expected to get final approval in a few weeks and will distribute formal announcement at that time.

Auditing CSA 767 (M. Toufail) – Drafting review process for sites in Strathcona County municipality. 72 questions to interrogate the four pillars. Allow for Yes, No, partial process. Calculates an overall compliance percentage. New possible follow up with P. Amyote highlighted.

G. Brouillard: Interview, Observe, Documentation as useful three stage approach.

P. Amyote: Great video from Work Safe BC on PSM in non-petro industries:

<https://www.worksafebc.com/en/resources/health-safety/videos/process-safety-managing-risk-high-hazard-sectors?lang=en>

PSM Award – P. Jadidian – how do we get an award for early career people? Help show their companies that this is work young people can do too. Almost more important for young people to build support and reputation within company and resume. Could split existing award money, or even worth doing if there is no money so that we are creating structures. Committee seeking new financial sponsor for 2022, so this is a good time to raise the possibility. Supportive of this idea from Amyote, Brouillard, Castrucci, Oliverio, general support of committee. Who is on this committee? G. Brouillard to find out who is on it. Amyote: Can we keep it simple so we don't need major board approvals etc?

Action items	Person responsible	Deadline
✓ Figure out who is on the awards committee and what the path of least resistance to a split for an early career and a late career award would be, then implement.	G. Brouillard	By next meeting

India Gujarat state collaboration (P. Jadidian) – on hold for the summer due to COVID. Expected to be bandwidth again in the autumn. Drawing on existing course resource that P. Jadidian and A. Pierazio have from UofToronto PSM Course, M. Oliverio has from UofToronto QRA course. No further actions at this time.

CSA Technical Committees (M. Oliverio) – expect new pipeline standard next year focused on Human and Organizational Factors and Process Safety.

Professional Engineers Ontario: Pre-start Health and Safety Review Guidelines (P. Jadidian) seeking member feedback. Document: <https://www.peo.on.ca/sites/default/files/2021-06/PreStartHealthSafetyConsultation.pdf>

Comments: [consultations@peo.on.ca](mailto:consultations@peo.on.ca)

**Deadline Aug 20, 2021.**

**End of Meeting**