

<b>DATE:</b> January 11, 2012		<b>LOCATION:</b> C-NLOPB, 5 <sup>th</sup> Floor Meeting Room		
<b>Attendees:</b>	Ray Dalton (Suncor, Operator rep)	Paul Durdle* (HMDC, Operator rep)	Peter McKeage (C-NLOPB)	Justin Meaney (SeaRose FPSO, workforce rep)
	Ronnie Moores (Cougar, pilot rep)	Derek Sullivan (Statoil, Operator rep)	John Whelan (Hibernia, workforce rep)	Craig Williams (Terra Nova FPSO, workforce rep)
	Mark Williams (Chevron, Operator rep)	Matthew Hawco (C-NLOPB, support)		
<b>Guests:</b>	Paul Barnes (CAPP TQC)	Bob Rodden (CAPP TQC)	Gerry Sheehan (CAPP TQC)	
<b>Additional Dist:</b>				
<b>CHAIRMAN OF MEETING: *</b>		<a href="http://www.cnlopb.nl.ca/hosc.shtml">http://www.cnlopb.nl.ca/hosc.shtml</a>		

ITEM	DESCRIPTION	ACTION/FOCAL POINT	DATE RAISED	TARGET DATE
1.	<p><b><u>Discussion of charter</u></b></p> <p>Consensus was that charter was just about ready to publish</p> <p><b>ACTION:</b> Charter to be distributed for final review.</p>	All	14-Oct-11	Finish before next meeting if possible
2.	<p><b><u>Review of recent helicopter statistics and incidents</u></b></p> <p>Michael Whittle of Cougar was unable to attend, but prepared statistics that were presented by Ronnie.</p> <p>The statistics received positive response. Some committee members will work with Cougar before the next meeting to further refine the level of detail appropriate for committee meetings, which is viewed as the first step to establishing unified communication to all installations.</p> <p><b>ACTION:</b> Collaborate with Cougar to formalize criteria for HOSC info.</p>	P. McKeage, M. Whittle & others	11-Jan-12	Refine for next meeting
3.	<p><b><u>Update on incident communication issues</u></b></p> <p>Committee chair Ken Dyer (unable to attend this meeting) has been collaborating with the Operators' logistics working group. Others will work with Ken before the next meeting on refining the draft communication protocol chart.</p> <p>Several members highlighted the need for a communication strategy to be laid out in a clear and concise manner. More progress should be made before the next meeting.</p>	K. Dyer, P. McKeage, P. Durdle, R. Dalton, & any others interested	7-Sep-11	Complete draft by next meeting

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	<p>Mark suggested we also see if we can help to spread information regarding -S-92A upgrades presented by Sikorsky, throughout the industry.</p> <p><b>ACTION:</b> A group of members work on a plan for unified communication of helicopter issues to be presented at the next meeting.</p>			
4.	<p><b><u>Safety Forum summary review</u></b></p> <p>The <a href="#">Safety Forum summary document</a> was reviewed. The review aided the committee in assessing its priorities.</p> <p>Paul noted that the new Canadian General Standards Board helicopter survival suit standard had passed and will now be used for a bid on new suits (a joint effort among the Operators).</p> <p>Matthew noted that the next Safety Forum is tentatively scheduled for May 15.</p>	N/A		(Matthew will provide ongoing updates and seek input on next Forum)
5.	<p><b><u>OHSI update – materials approved by the Board</u></b></p> <p>Peter summarized the recently approved documentation related to OHSI Recommendations 15, 6, and 4. He noted that #6 is not yet considered implemented, as the Board will be speaking to the Operators to clarify the strategy. Peter also briefed the committee on a recent update he received from the Operators' logistics working -group regarding Recommendation 7 (the Operators plan to submit documentation to the Board soon).</p>	N/A		Ongoing updates
6.	<p><b><u>OHSI implementation update</u></b></p> <p>Peter reviewed a colour chart of recommendation implementation. He noted that future <a href="#">implementation updates</a> will take the form of a detailed chart. He noted that many recommendations are nearly implemented.</p>	N/A		Ongoing updates

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7.	<p><b><u>Update on various Operator-led helicopter safety initiatives</u></b></p> <p>Paul noted that Personal Locator Beacon and goggle studies are close to being initiated. He will continue to provide updates.</p> <p>Ray noted that Suncor's flight suit temperature trials at the Institute for Ocean Technology will be conducted in March. He will present the results to the Committee afterwards.</p>	Operator reps		Ongoing updates
8.	<p><b><u>HUEBA concern raised by member</u></b></p> <p>Justin Tibbo (unable to attend the meeting) e-mailed in a concern regarding the air pressure gauges on HUEBAs He was told by Cougar that temperature variation causes the gauges to move but he was wondering why these levels would be different from one another when they are exposed to the same temperatures.</p> <p>The e-mail was forward to Derek for further investigation.</p> <p>There was consensus that, at least for the time being (as communication protocols have yet to be formalized), all issues would be forwarded to the appropriate Operator rep on the Committee.</p> <p><b><i>ACTION 1: Derek will follow up on this issue and report back to the Committee</i></b></p> <p><b><i>ACTION 2: Matthew will forward incoming issues to applicable Operator HOSC member</i></b></p>	<p>1: D. Sullivan</p> <p>2: M. Hawco</p>	11-Jan-12	<p>1: Next meeting</p> <p>2: Ongoing</p>
9.	<p><b><u>Wrap-up</u></b></p> <p>No new issues were raised.</p> <p>Matthew had the new HOSC e-mail address created, as requested. The Committee will consider how exactly to utilize it as they sort out communication protocols.</p> <p>There was a discussion regarding audits of Cougar and the HOSC's role in reviewing findings. Peter noted he would share any findings from the Board. Paul said the safety issues from the Operators' audit should be shared, as they are with offshore JOHSCs.</p>	<p>1: Workforce reps</p> <p>2: M. Hawco</p>	11-Jan-12	ASAP

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	<p>The Committee will meet again in approximately 8 weeks.</p> <p><b>ACTION:</b> Workforce representatives send 2012 rotation schedules to Matthew.</p> <p><b>ACTION 2:</b> Matthew schedule next meeting for approximately 8 weeks from now.</p>			
10.	<p><b><u>Meeting with CAPP Training and Qualifications Committee (TQC)</u></b></p> <p>After lunch, members of CAPP's TQC came to discuss with the HOSC its Addendum to the Standard Practice for the Training and Qualifications of Personnel, relating to BST, BST-R, and the 1-day Offshore Survival Introduction (OSI).</p> <p>The Addendum and general training issues were discussed. One of the main purposes of the Addendum is to bring the experiences of training at the Marine Institute and Survival Systems closer together (combining the best practices of both). Some components will have pass/fail criteria.</p> <p>Workforce participation on the TQC was discussed. It was noted that the TQC is now preparing to solicit feedback from offshore JOHSCs on the current process of worker involvement. It is expected this will be starting by February, with comments back from the offshore workforce by end of March. After that time the TQC will consider the information and propose alternatives to the current process, if required.</p> <p>Peter noted that the Board's risk assessment of the BST should take place sometime this quarter. The TQC estimates that changes to training will take place around mid-2012.</p> <p><b>ACTION 1:</b> Members e-mail feedback on the Addendum document to Matthew, who will compile and send it to the TQC.</p>	All	11-Jan-12	No later than 27-Jan-12
<b>DATE/TIME OF NEXT MEETING:</b> In approx 8 weeks - TBD				
<b>LOCATION:</b> C-NLOPB, TD Place (140 Water St.) – 5 <sup>th</sup> Floor Meeting Room				