



**CANADIAN SOCIETY OF SAFETY  
ENGINEERING  
Newfoundland and Labrador  
Minutes of General Meeting**

**Meeting Type:**      General                       AGM   
                                 Executive                                       Other

**Date:** April 26, 2022                                      **Location:** Team’s Meeting

**Commenced:** 12:05 PM                                      **Adjourned:** 1:00 PM

**In Attendance:**

Trina Byrne	Alex Power
Denise Stirling	Katrina Hynes
Mark Balsom	Brian Taite
Jennifer Rose	

**Agenda:**

**1.0 Call to Order**

- Meeting called to order at 12:05 pm

**2.0 Presentation**

- Alex Power, former OHS Officer II and OHS Consultant presented on Interviewing Traumatized Witnesses – The Art of Interviewing.
- Important to gain trust, show empathy, understanding and provide witnesses with dignity. Explain your role in the investigation.
- Do not rush process – take breaks as needed.
- Gather in stages – first stage: take notes and allow witnesses to explain without interruption, second stage: ask questions on what was said.
- Decompress afterwards – talk about something else.

**3.0 Discussion**

- PDC update – none this year but looking at a hybrid of online and in person next year.

- Safety and Health Week – Atlantic chapters will be having speaking events (virtual) like last year.
- Terms of reference – no additional feedback provided. Terms of reference accepted. Denise Stirling motion to pass and Jennifer Rose seconded.
- NIOSH Conference – CSSE will be help open the conference held from May 11 to 13. Mark Balsom will conduct this on behalf of the CSSE. Great to keep building this relationship/partnership to help sustain CSSE. Jennifer Rose and Kim Lewis had their names drawn for the free virtual attendance of the conference provided by CSSE.
- CSSE will make their annual donation to the Steps for Life Walk.
- President and Treasurer are positions up for vote at the AGM in June. Email to be sent soon to the members on this meeting and the nominations and vote.
- Mark Balsom mentioned about in person meetings starting again in the fall with maybe a shop tour at Cahill.
- It was asked when the PDC was coming back to Newfoundland and Labrador as it was cancelled in 2020 due to COVID-19. No word on if or when this will happen.

**Minutes taken by:** Denise Stirling, Secretary NL Chapter