



KITCHENER-WATERLOO HEALTH & SAFETY COMMITTEE

Date: April 29, 2008
Time: 1:00 P.M.
Co-Chairs: Ron Pearson, Rick Lonergan
Present: Phil Mayberry, Dave Smith, Dan Steinman, Randy Steckly, Darlene Wilson
Guest: Cindy Blair, Corporate H&S,
 Sandra Kane, Corporate H&S

NOTES: Concerns or Comments regarding minutes, contact: **Rick Lonergan** 519-574-9170 or president@caw4304.ca
Ron Pearson ext. 7273 or e-mail pron@region.waterloo.on.ca

Health & Safety Issues

Item #	Issue	Actions to be taken	Assigned To	Status
1.0 Review of Previous Minutes				
H&S 01	Leaking Hoists <i>(issue raised September 8, 2005)</i>	<ul style="list-style-type: none"> ○ Replacements of current hoists will be included with the future expansion plan 		Ongoing Completion, June, 2008
H&S 02	Compressed Natural Gas Evacuation Procedures <i>(issue raised January 18, 2006)</i>	<ul style="list-style-type: none"> ○ There will not be as many blue lights installed as originally planned ○ Facilities will be calling a meeting to discuss this issue because the NG buses might eventually be 		Ongoing

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		<ul style="list-style-type: none"> ○ phased out ○ Will have to wait until the lights are installed before a new evacuation procedure will be done ○ Some new staff may not know the current procedure ○ Action item for Randy to make sure all new staff know of the current procedures 	R. Steckly	
H&S 03	Request To Have Cameras Installed In Conventional Buses <i>(issue raised June 2 , 2006)</i>	<ul style="list-style-type: none"> ○ Peter Mercado has the risk assessment and recommendations report and will be forwarding to Senior Transit Management 		Ongoing
H&S 04	Lug Lock Installation <i>(issue raised June 2 , 2006)</i> Code: 1	<ul style="list-style-type: none"> ○ All New Flyers are complete ○ Remainder of low floors to be done 	R. Steckly	Ongoing, Completion Date, Feb/08
H&S 05	Fire Exit Access Request <i>(issue raised July 12 , 2006)</i>	<ul style="list-style-type: none"> ○ Randy spoke to Facilities regarding the arrows to be painted correctly on the floor ○ Work still to be completed 	R. Steckly	Open
H&S 06	Mold Concerns On Buses <i>(issue raised September 6 , 2006)</i>	<ul style="list-style-type: none"> ○ Ron to set up meeting to include Cindy, Rick, Randy, Ron, and Dave Frey 	R. Pearson	Ongoing
H&S 07	Shielding Issues <i>(issue raised October 12, 2006)</i>	<ul style="list-style-type: none"> ○ Maurice took a look at the pictures Randy sent ○ It was agreed to leave on H&S minutes for now 		Ongoing
H&S 08	Noise Exposure Limits Lowered <i>(issue raised January 26 , 2007)</i>	<ul style="list-style-type: none"> ○ Testing to be arranged shortly ○ Noise testing to include buses as well as the Fleet area 	C. Blair	Open
H&S 09	Fire Plan Update For 250 Strasburg <i>(issue raised February 22, 2007)</i>	<ul style="list-style-type: none"> ○ Updated fire plan has been submitted to the Kitchener Fire Department ○ Waiting for follow-up 	C. Blair	Ongoing
H&S 10	Front Exit Door Lights In Annex <i>(issue raised May 23, 2007)</i>	<ul style="list-style-type: none"> ○ Green lights are on when doors are opened except for door #1 which means the light could be burnt out 	R. Steckly	Ongoing
H&S 11	Backing Up Procedure For	<ul style="list-style-type: none"> ○ Training date has been set for June ○ The remainder of staff to be trained include all new 		Open

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	Buses <i>(issue raised November 8, 2006)</i>	employees, any employees who has missed the first training		
H&S 12	Emergency Alarm Response Recommendations / Management Response <i>(issue raised June 26, 2007)</i> Code: 1	<ul style="list-style-type: none"> o Meeting took place and some concerns were expressed o Management were told about the concerns but there has been no response as of yet o Ron and Rick to meet to do up a formal concerns sheet then will forward to management 	R. Pearson R. Lonergan	Open
H&S 13	Bike Rack Work Refusal <i>(issue raised June 26, 2007)</i>	<ul style="list-style-type: none"> o Rick and Sandra working on this issue o Issue status changed to ongoing 	R. Lonergan S. Kane	Ongoing
H&S 14	H&S Binders For All Committee Members <i>(issue raised Sept 5, 2007)</i>	<ul style="list-style-type: none"> o Two copies are completed, the other two are to be completed this week 	R. Pearson	Open
H&S 15	Fender Flare Part <i>(issue raised October 23, 2007)</i> Code: 2	<ul style="list-style-type: none"> o The fender flares have arrived o Waiting to be installed o Completion date changed to September, 2008 	R. Steckly	Open, Completion September 2008
H&S 16	Violence In Workplace Recommendation <i>(issue raised October 23, 2007)</i>	<ul style="list-style-type: none"> o Ron to forward signed copies to Eric and Peter, waiting to hear back o Ron to give Rick copy of Recommendations 	R. Pearson R. Pearson	Open
H&S 17	Chairs In Mobility PLUS Dispatch Office <i>(issue raised October 23, 2007)</i>	<ul style="list-style-type: none"> o Three chairs are currently being sampled in Mobility dispatch 	D. Smith	Open
H&S 18	Unclaimed Bicycles <i>(issue raised November 27, 2007)</i> Code: 1	<ul style="list-style-type: none"> o Bikes are being stored in the BPX area, Dan to double check on next walk around 	D. Steinman	Open
H&S 19	Snow Clearing At GRT Terminal / Current Work Refusals <i>(issue raised November 27, 2007)</i> <i>(issue raised February 22, 2008)</i>	<ul style="list-style-type: none"> o This issue is currently closed but will be re-visited in the fall o GRT should play a more active roll regarding the snow removal contract 		Ongoing

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	Code: 1			
H&S 20	Service Attendants Sharps Training <i>(issue raised November 27, 2007)</i> Code: 1	<ul style="list-style-type: none"> ○ Training has taken place for sharps training for the service attendants ○ Cindy to follow-up regarding the sharps training for Charles Street 	C. Blair	Open
H&S 21	Reducing Assaults On Our Operators <i>(issue raised January 9, 2008)</i> Code: 1	<ul style="list-style-type: none"> ○ This is part of the list of recommendations from the threat risk assessment ○ All recommendations to be looked at with the final report 		Ongoing
H&S 22	Reducing Threats/Assaults on Operators <i>(issue raised January 9, 2008)</i> Code: 2	<ul style="list-style-type: none"> ○ Ron spoke to Jim regarding requesting to tell customers who call in or write in complaints that it is the supervisor's responsibility to inform the operator and to make sure the customer does not approach the operator directly ○ Ron to work further on this issue 	R. Pearson	Open
H&S 23	Communication With Police <i>(issue raised January 9, 2008)</i> Code: 2	<ul style="list-style-type: none"> ○ Ron to e-mail supervisors for them to ask the police where they want the operators to wait 	R. Pearson	Open
H&S 24	Co-Operation During Work Refusals <i>(issue raised January 9, 2008)</i> Code: 1	<ul style="list-style-type: none"> ○ Double check with CSA to make sure work refusal flow chart is posted ○ this item should be discussed at the joint H&S meeting next week 	R. Pearson	Open
H&S 25	Security Cannot Be Called <i>(issue raised January 9, 2008)</i> Code: 3	<ul style="list-style-type: none"> ○ Operators cannot call security through the radio, they have to go through the supervisor first ○ Rick to check with Jim 	R. Lonergan	Open
H&S 26	All In One Radio Channel <i>(issue raised January 9, 2008)</i> Code: 2	<ul style="list-style-type: none"> ○ Review of all radio procedures are taking place 	R. Pearson	Open
H&S 27	MSDS Sheets Not Updated <i>(issue raised January 9, 2008)</i>	<ul style="list-style-type: none"> ○ The expired MSDS sheets will be updated shortly and the work is being done through the stock room 		Open

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	Code: 1	<ul style="list-style-type: none"> ○ Randy to make sure the sheets are updated ASAP and will ask for completion date ○ Randy to notify Ron completion date then Ron will forward date to H&S Committee members 	R. Steckly R. Steckly R. Pearson	
H&S 28	First Aid Washroom Being Used <i>(issue raised January 9, 2008)</i> Code: 3	<ul style="list-style-type: none"> ○ Work order sent to Facilities to install a lock on the 1st aid room door ○ Ron and Randy to come up with procedure 	R. Pearson R. Steckly	Open
H&S 29	2008 Joint H&S Meetings (KWSA & CSA) <i>(issue raised January 9, 2008)</i>	<ul style="list-style-type: none"> ○ Joint H&S Meetings (KWSA & CSA), Ron to contact CSA Co-Chairs regarding meetings <ul style="list-style-type: none"> - May 6 11:00 am Conestoga Classroom - Nov 4 11:00 am Meeting Rooms A&B ○ Request for both KWSA & CSA to come up with agenda items for the May 6th meeting ○ Oktoberfest Meeting <ul style="list-style-type: none"> - September 4 11:30 am Meeting Room C 		
H&S 30	Work Refusal Regarding Driver Seats <i>(issue raised February 22 , 2008)</i> Code: 2	<ul style="list-style-type: none"> ○ Randy to check with Recaro to see if posters are available ○ Some information should be posted for the operators 	R. Steckly	Open
H&S 31	Bomb Threat On Buses <i>(issue raised February 22 , 2008)</i> Code: 2	<ul style="list-style-type: none"> ○ This is one of the items that is being discussed with the police ○ Darlene to e-mail bomb threat procedures from other transit areas to Ron 	R. Pearson D. Wilson	Open
H&S 32	Blue Tube Covers for 2700 Buses <i>(issue raised February 22 , 2008)</i>	<ul style="list-style-type: none"> ○ All new buses are coming to GRT already programmed 		Open
H&S 33	Contacting Security For Lost Items <i>(issue raised February 22, 2008)</i>	<ul style="list-style-type: none"> ○ Supervisors are requesting operators to contact security for lost items ○ Ron to investigate this further 	R. Pearson	Open
H&S 34	H&S Inspections Update From January, 2008	<ul style="list-style-type: none"> ○ Outstanding issues from the January, 2008 H&S Inspections: <ul style="list-style-type: none"> - garage doors are not marked properly, some 		Open

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	<i>(issue raised February 22 , 2008)</i>	are marked inside but not outside; should be solved once doors are painted		
H&S 35	Lost Time Injuries Report <i>(issue raised April 1, 2008)</i>	<ul style="list-style-type: none"> ○ Ron printed the Lost Time Injuries report ○ Ron and Rick to flag ones that should be discussed with the supervisor or employee 	R. Pearson R. Lonergan	Open
H&S 36	Restrooms On Route 5 <i>(issue raised April 1, 2008)</i>	<ul style="list-style-type: none"> ○ There are no restrooms on route 5 ○ Ron to have a supervisor check this out and will report back to the Committee 	R. Pearson	Open
H&S 37	Bus Stalling On 401 <i>(issue raised April 1, 2008)</i>	<ul style="list-style-type: none"> ○ Rick to write up a recommendation, will meet and discuss with Ron then will forward signed copy to management 	R. Lonergan R. Pearson	Open
2.0 No Agenda Items				
3.0 New Business				
3.1	H&S Inspections Update From April, 2008 <i>(issue raised April 29, 2008)</i>	<ul style="list-style-type: none"> ○ Some outstanding items from the April H&S inspection of 250 Strasburg Road: <ul style="list-style-type: none"> - Water is leaking from windows in Mobility PLUS dispatch; Facilities has work order - Complaints that service attendants have no access to hot water. They have access to hot water by the service lane near the bus wash, as well, there is a washroom near by - Rags in the fire alarm speakers have been removed in the Mobility PLUS dispatch area. Two fire alarms are needed in the area. - Urinal in men's washroom is still not flushing properly; Facilities has the work order 		
3.2	Lock On Operator's Lunch Room Door	<ul style="list-style-type: none"> ○ Irate passenger burst into the operator's lunch room ○ Request for a key pad to be installed on the door ASAP 		Open

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	<i>(issue raised April 29, 2008)</i>	<ul style="list-style-type: none"> ○ Ron to contact Sharen after the meeting ○ Request for Sharen to let Ron know a completion date 	R. Pearson S. Robinson	
3.3	Air Quality In Mobility PLUS Dispatch <i>(issue raised April 29, 2008)</i>	<ul style="list-style-type: none"> ○ Complaints about poor air quality in Mobility PLUS dispatch ○ Dave to look into air quality testing 	D. Smith	Open
3.4	Fumes Coming Into Building <i>(issue raised April 29, 2008)</i> Code: 1	<ul style="list-style-type: none"> ○ Fumes are coming into the conventional dispatch area, lunch room and Mobility PLUS dispatch area ○ Facilities advised for the lunch room doors to remain closed all of the time ○ Air Curtain recommendation was brought forward by Facilities 		Open
3.5	Some 9200 Buses Do Not Have Blinds On Them <i>(issue raised April 29, 2008)</i> Code: 2	<ul style="list-style-type: none"> ○ Some of the blinds on the 9200's do not have blinds on them ○ The bus numbers include; 9203, 9206, 9207, 9208, 9210 ○ These are supposed to be done during the refurb ○ If operators notice the blinds are missing, they are to put a defect slip in ○ Randy to check into this 	R. Steckly	Open
3.6	Forest Glen Plaza Salt Bins <i>(issue raised April 29, 2008)</i> Code: 2	<ul style="list-style-type: none"> ○ Forest Glen Plaza had no salt bins available during the winter months ○ A couple of operators had injuries resulting from the ice 	C. McGill	Open
3.7	Missing Bus Manuals <i>(issue raised April 29, 2008)</i>	<ul style="list-style-type: none"> ○ Some of the bus manuals are missing ○ For the next bus orders, they will be chained up ○ 2600 and 2700 bus manuals need to be replaced 	R. Steckly	Open
3.8	FMS Enhancement <i>(issue raised April 29, 2008)</i>	<ul style="list-style-type: none"> ○ Request for the Fleet Management System (FMS) enhancement so the program can pull up all of the defects for a particular bus ○ This enhancement is being worked on 	R. Steckly	Open

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3.9	Water Around Hydro Panel <i>(issue raised April 29, 2008)</i> Code: 1	<ul style="list-style-type: none"> ○ There is water around the hydro panel ○ City of Kitchener was supposed to take care of this ○ Randy to look into this 	R. Steckly	Open
3.10	Snowplows Pulled Off Road <i>(issue raised April 29, 2008)</i>	<ul style="list-style-type: none"> ○ During last major snowstorm, snowplows were pulled off the road but the buses were not ○ The reason why snowplows were pulled was due to rest period need by the plow operators 		Open
3.11	Stop Signs Being Ignored <i>(issue raised April 29, 2008)</i>	<ul style="list-style-type: none"> ○ Vehicles are ignoring the stop signs along ring road and are entering the wrong way ○ Signs have been posted but are being ignored 		Open
3.12	Dirty Operator Seats <i>(issue raised April 29, 2008)</i>	<ul style="list-style-type: none"> ○ Dirty conventional operator's seats, operators are complaining about how dirty the seats are ○ The seats are cleaned every 4 months ○ Randy to double check to make sure they are being steam cleaned 	R. Steckly	Open
3.13	Parking Issues At Grand River Hospital <i>(issue raised April 29, 2008)</i>	<ul style="list-style-type: none"> ○ There is an ongoing parking issue for Mobility PLUS operators at Grand River Hospital ○ Problem with Mobility PLUS vehicles stopping to pick up passengers at the hospital, some operators are being verbally assaulted and are not getting much help from hospital security, ○ When verbal assaults happen, they should be documented ○ Dave to ask supervisor to contact Grand River Hospital on this issue 	D. Smith	Open
3.14	Fuel Pumps Leaking <i>(issue raised April 29, 2008)</i> Code: 1	<ul style="list-style-type: none"> ○ Fuel pumps are leaking after re-fueling ○ Seals are replaced as needed 	R. Steckly	Open
3.15	Soap And Water Stains Near Electrical Items <i>(issue raised April 29, 2008)</i>	<ul style="list-style-type: none"> ○ There is soap and water stains near some electrical items in the garage this is caused by electrical items being on the floor blocking the drains 	R. Steckly	Open

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	Code: 1			
3.16	Incident/Injury Report For Assaults <i>(issue raised April 29, 2008)</i>	<ul style="list-style-type: none"> ○ Supervisors should be asking operators if they would like to fill out an incident/injury report when they get assaulted 	R. Pearson D. Smith	Open
3.17	Alarm Testing <i>(issue raised April 29, 2008)</i>	<ul style="list-style-type: none"> ○ An example was offered where a supervisor was delayed in responding to a bus alarm ○ It will be documented each time an alarm goes off, whether it is intentional or by mistake 	R. Pearson	Open
4.0 Information				
4.1	New H&S Member <i>(issue raised April 29, 2008)</i>	<ul style="list-style-type: none"> ○ Darlene Wilson joins the KWSA H&S Committee as a conventional operator member 		

Next Meeting:

Wednesday, May 28, 2008 Grand River Transit Meeting Room A 250 Strasburg Road, Kitchener **1:00 PM**

Meeting Adjourned:

3:19 pm

Minutes accepted by:

Ron Pearson, Management Co-chair

Rick Lonergan, CAW Local 4304, Co-chair

2008 H&S ITEMS WHICH ARE NOW CLOSED

Issue	Actions Taken
<p>Bus Operator Did Not Feel Safe Operating Bus During Storm <i>(issue raised January 26 , 2007)</i> <i>(issue closed January 9, 2008)</i></p>	<ul style="list-style-type: none"> ○ Maurice gave copy of Eric's response to Rick
<p>Portable Oxygen Tanks <i>(issue raised January 26 , 2007)</i> <i>(issue closed January 9, 2008)</i></p>	<ul style="list-style-type: none"> ○ Ron distributed to the Committee information regarding oxygen tanks ○ Will ask Ministry of Labour for direction if a work refusal takes place
<p>Highland Hill Mall Water Turned Off <i>(issue raised February 22, 2007)</i> <i>(issue closed January 9, 2008)</i></p>	<ul style="list-style-type: none"> ○ Work was proceeding before the last H&S meeting in November
<p>Supervisors Should Know All Certified H&S Members <i>(issue raised March 27, 2007)</i></p>	<ul style="list-style-type: none"> ○ Andrew has sent all of the dates to Fleet in Cambridge
<p>Bus Put Into Service With Expired Sticker <i>(issue raised October 23, 2007)</i> <i>(issue closed January 9, 2008)</i></p>	<ul style="list-style-type: none"> ○ Reminder notice posted ○ Nightly inventory of buses to be done to make sure correct buses are at correct area
<p>Bus Headlights Aiming Pointing Down <i>(issue raised November 27, 2007)</i> <i>(issue closed January 9, 2008)</i></p>	<ul style="list-style-type: none"> ○ Question brought up as to when headlights are re-aimed, sometimes they end not straight ○ They are re-aimed at each inspection ○ Maurice to note the bus number if he notices this again

<p>Poor Lighting At University of Waterloo <i>(issue raised November 27, 2007)</i> <i>(issue closed January 9, 2008)</i></p>	<ul style="list-style-type: none"> ○ Lighting problem is fixed, a row of lights were out
<p>Stop Signs On Ring Road <i>(issue raised November 27, 2007)</i> <i>(issue closed January 9, 2008)</i></p>	<ul style="list-style-type: none"> ○ Stop sign by main entrance has been lowered
<p>Storage Of Brake Chambers Work Refusal <i>(issue raised June 26 , 2007)</i> <i>(issue closed February 22, 2008)</i></p>	<ul style="list-style-type: none"> ○ SOP done ○ Walter and Phil plan to cut a bunch at once
<p>City Of Kitchener Vehicle Hit <i>(issue raised Sept 5, 2007)</i> <i>(issue closed February 22, 2008)</i></p>	<ul style="list-style-type: none"> ○ City of Kitchener is aware of the problem and is making sure their vehicles are not parked near the moving buses
<p>Parking Brake Issue On 2700 Buses <i>(issue raised October 23, 2007)</i> <i>(issue closed February 22, 2008)</i> Code: 1</p>	<ul style="list-style-type: none"> ○ All are complete
<p>Cleaning Staff Not Following Procedure <i>(issue raised October 23, 2007)</i> <i>(issue closed February 22, 2008)</i></p>	<ul style="list-style-type: none"> ○ Meeting took place ○ Cleaning is now being scheduled around operator's lunches
<p>Doors Installed By Mobility PLUS Dispatch <i>(issue raised October 23, 2007)</i> <i>(issue closed February 22, 2008)</i></p>	<ul style="list-style-type: none"> ○ Spoke to Mobility dispatch employees, noise is not much of a problem
<p>Police Liaison Officers <i>(issue raised November 27, 2007)</i> <i>(issue closed February 22, 2008)</i></p>	<ul style="list-style-type: none"> ○ Ron had meeting with Peter Mercado ○ Person was charged and banned for one year

<p>Diesel Electric Hybrid Buses <i>(issue raised November 27, 2007)</i> <i>(issue closed February 22, 2008)</i></p>	<ul style="list-style-type: none"> ○ Specs for the hybrid buses were forwarded to Maurice and Phil
<p>Fumes At Charles Street Terminal <i>(issue raised November 27, 2007)</i> <i>(issue closed February 22, 2008)</i></p>	<ul style="list-style-type: none"> ○ WHMIS sheets were giving to Maurice after the work had started ○ It would be better to receive the information before the work starts so employees are aware of the chemicals being used
<p>Mirror Outside of Doors 7,8,9 <i>(issue raised January 9, 2008)</i> <i>(issue closed February 22, 2008)</i> Code: 1</p>	<ul style="list-style-type: none"> ○ The second mirror outside of doors 7, 8, 9 has been fixed
<p>Bus With Too Wide Turning Radius <i>(issue raised January 9, 2008)</i> <i>(issue closed February 22, 2008)</i> Code: 2</p>	<ul style="list-style-type: none"> ○ Bus 8505 has been taken out of service
<p>2008 H&S Meetings</p>	<ul style="list-style-type: none"> ○ H&S Meeting have been set for 2008 ○ Please note, all meetings are scheduled for 1:00 pm except for the ones noted <ul style="list-style-type: none"> - February 13 9:00 am - March 19 - April 29 - May 28 - June 18 - September 4 - October 8 - November 12 - December 10
<p>FOB Update <i>(issue raised October 23, 2007)</i> <i>(issue closed April 1, 2008)</i></p>	<ul style="list-style-type: none"> ○ All FOB's have bee distributed
<p>Bike Rack Concerns <i>(issue raised June 26 , 2007)</i> <i>(issue closed April 1, 2008)</i></p>	<ul style="list-style-type: none"> ○ Bike rack notice was posted and was brought up at last CSA H&S meeting

<p>Accident Not Reported <i>(issue raised November 27, 2007)</i> <i>(issue closed April 1, 2008)</i></p>	<ul style="list-style-type: none"> ○ Within 4 days of an accident/incident, the Union and Co-Chairs of the H&S Committee are to receive the details ○ Regional e-mail address to use is: <ul style="list-style-type: none"> - KWSA GRT ○ Rick confirmed he is receiving these e-mails
<p>Police Requested To Be Called <i>(issue raised January 9, 2008)</i> <i>(issue closed April 1, 2008)</i> Code: 1</p>	<ul style="list-style-type: none"> ○ Ron e-mailed the supervisors and also brought this up at the supervisors' training regarding this issue
<p>Lock Out / Tag Out System <i>(issue raised January 9, 2008)</i> <i>(issue closed April 1, 2008)</i> Code: 1</p>	<ul style="list-style-type: none"> ○ Randy gave procedure to Rick to look at
<p>Training Needed Regarding Work Refusals <i>(issue raised February 22 , 2008)</i> <i>(issue closed April 1, 2008)</i></p>	<ul style="list-style-type: none"> ○ It was brought to attention that training may be needed for Fleet workers and supervisors as to what constitutes a work refusal ○ Supervisors have had this training ○ There was no safety hazard in this case and it was not a work refusal
<p>Lost Time Injuries <i>(issue raised February 22 , 2008)</i> <i>(issue closed April 1, 2008)</i></p>	<ul style="list-style-type: none"> ○ Sometimes the supervisors don't know where to put some of the information ○ Nancy will check these and fix them if necessary
<p>Work Refusal Procedure <i>(issue raised February 22 , 2008)</i> <i>(issue closed April 1, 2008)</i></p>	<ul style="list-style-type: none"> ○ Training has been done
<p>Remove GRT Buses In Bad Weather <i>(issue raised November 27, 2007)</i> <i>(issue closed April 29, 2008)</i></p>	<ul style="list-style-type: none"> ○ Ron spoke with the Waterloo Regional Police (WRP) and they are aware that they are to let GRT know if the buses should be pulled from the road in bad weather
<p>Pushing Buses With Vans <i>(issue raised January 9, 2008)</i> <i>(issue closed April 29, 2008)</i> Code: 2</p>	<ul style="list-style-type: none"> ○ It was decided not to push buses with vans any more ○ Ron to send out a notice regarding this

<p>Parking Buses Behind Annex <i>(issue raised January 9, 2008)</i> <i>(issue closed April 29, 2008)</i> Code: 3</p>	<ul style="list-style-type: none"> ○ 3 buses are leaving the property, this should free up some spots
<p>MSDS Sheets Before Work Starts <i>(issue raised January 9, 2008)</i> <i>(issue closed April 29, 2008)</i> Code: 2</p>	<ul style="list-style-type: none"> ○ GRT should be getting the MSDS sheets before any work commences
<p>Code Status To Be Changed <i>(issue raised January 9, 2008)</i> <i>(issue closed April 29, 2008)</i></p>	<ul style="list-style-type: none"> ○ Maurice to forward ABC code definitions to Rick ○ Committee agreed to continue to use number codes for the H&S minutes
<p>Walk-Around Form <i>(issue raised January 9, 2008)</i> <i>(issue closed April 29, 2008)</i></p>	<ul style="list-style-type: none"> ○ Copy of Work Place Inspection form given to Dan and Rick ○ Copy attached to the minutes
<p>Evacuation of Charles Street Terminal <i>(issue raised February 22 , 2008)</i> <i>(issue closed April 29, 2008)</i> Code: 3</p>	<ul style="list-style-type: none"> ○ Pull Stations notice was sent ○ Copy attached to the minutes
<p>Towing Procedure <i>(issue raised February 22 , 2008)</i> <i>(issue closed April 29, 2008)</i></p>	<ul style="list-style-type: none"> ○ Towing procedure is being worked on ○ Ron is working on a notice of when a bus is to be towed, including when the air pressure drops to 80 lbs per square inch

<p>2008 GRT Inspection Dates</p>	<ul style="list-style-type: none"> ○ GRT inspection dates for 250 Strasburg Rd: <ul style="list-style-type: none"> - Jan 15 - Feb 12 - Mar 11 - Apr 8 - May 13 - June 10 - July 8 - Aug 19 - Sept 9 - Oct 14 - Nov 18 - Dec 9
<p>Unmarked Supervisor Vans <i>(issue raised February 22 , 2008)</i> <i>(issue closed April 29, 2008)</i></p>	<ul style="list-style-type: none"> ○ A new van has been ordered ○ In the meantime, the supervisors should be advised to use the rental van as least as possible
<p>Bus Stops On Route 16 <i>(issue raised April 1, 2008)</i> <i>(issue closed April 29, 2008)</i></p>	<ul style="list-style-type: none"> ○ At Pioneer and Bechtel on Route 16, there are two bus stops that are too close together ○ Sticker on sign was incorrect and has been removed
<p>Pot Hole By St. Mary's High School <i>(issue raised April 1, 2008)</i> <i>(issue closed April 29, 2008)</i></p>	<ul style="list-style-type: none"> ○ Pot hole has been repaired
<p>Core H&S Committee Meeting <i>(issue raised April 1, 2008)</i> <i>(issue closed April 29, 2008)</i></p>	<ul style="list-style-type: none"> ○ Meeting took place



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