



GRAND RIVER TRANSIT

KITCHENER-WATERLOO HEALTH & SAFETY COMMITTEE

Date: March 19, 2009 & March 25, 2009

Time: 1:00 P.M.

Co-Chairs: Randy Steckly, Darlene Wilson

Present: Karen Dreher, Rick Lonergan, Phil Mayberry, Dave Smith, Dan Steinman

Guest: Cindy Blair, Corporate H&S

NOTES: Concerns or Comments regarding minutes, contact: **Darlene Wilson** 7wilsons@rogers.com
Randy Steckly ext. 7205 or e-mail randy@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	Violence Prevention Group	<ul style="list-style-type: none"> o The H&S Committee agreed that all items relating to the Violence Prevention Group are to be combined into 1 issue and to close the rest o Issues that are connected with the Violence Prevention Group include: <ul style="list-style-type: none"> - request to have cameras installed in conventional buses <i>(issue raised June/06)</i> - shielding issues <i>(issue raised October/06)</i> 	Violence Prevention Group	Ongoing

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		<ul style="list-style-type: none"> - reducing assaults on operators (issue raised January/08) - bomb threat on buses (issue raised February/08) 		
H&S 02	Dirt Concerns On Buses <i>(issue raised September 6 , 2006)</i> Code: 3	<ul style="list-style-type: none"> o Darlene e-mailed Dave Frey to get more information about increasing the number of cleanings to 3 times a year but did not receive a response o Randy to e-mail Dave and will cc: Darlene o There is not a ministry standard on this, just required to follow the manufacturer's standard o Randy to e-mail the manufacturer to get their input on this issue 	R. Steckly R. Steckly	Ongoing
H&S 03	Noise Exposure Limits Lowered <i>(issue raised January 26 , 2007)</i>	<ul style="list-style-type: none"> o Cindy received the report and met with the co-chairs o The results of the report was discussed at the meeting o Cindy to give copy to Ron for posting o The noise for the operators are within acceptable limits o Mobility PLUS vehicle 1901 needs to be re-tested o Request to also test new gas powered Mobility PLUS vehicles, Dan to get bus number for Cindy o Mandatory hearing protection will be required in Fleet o Testing to be set up for the repair shop, stockroom, and Cambridge (once the construction is complete) 	C. Blair D. Steinman	Open, Completion, November, 2008
H&S 04	Backing Up Procedure For Mobility PLUS Vehicles <i>(issue raised November8 , 2006)</i>	<ul style="list-style-type: none"> o Training is continuing and should be completed by the end of June, 2009 		Ongoing, Completion, June, 2009
H&S 05	Bike Rack Work Refusal <i>(issue raised June 26 , 2007)</i>	<ul style="list-style-type: none"> o Request for a meeting with management to discuss the next steps o Will provide update at next H&S meeting 	C. Blair	Ongoing
H&S 06	Snow Clearing At GRT Terminal / Current Work	<ul style="list-style-type: none"> o Contractor is on top of the snow clearing so far this year o Randy brought contract to meeting for the H&S 		Ongoing

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	Refusals <i>(issue raised November 27, 2007)</i> <i>(issue raised February 22 , 2008)</i> Code: 1	members to look at		
H&S 07	MSDS Sheets Not Updated <i>(issue raised January 9, 2008)</i> Code: 1	<ul style="list-style-type: none"> ○ All updated MSDS sheets are now located outside of the stockroom ○ Darlene received the MSDS sheet for the new oil product but still does not have the copy of the MSDS binder ○ Randy to have an employee to copy all of the MSDS sheets for the H&S Committee binder ○ Cindy to work on the MSDS sheets for consumer products ○ There should be a policy regarding making sure there is a MSDS sheet with each product that comes into the building 	R. Steckly C. Blair	Open
H&S 08	H&S Inspections Update From January, 2008 <i>(issue raised February 22 , 2008)</i>	<ul style="list-style-type: none"> ○ Outstanding issues from the January, 2008 H&S Inspections: - garage doors are not marked properly; some are marked inside but not outside; should be solved once doors are painted, <i>confirmed from Facilities that painting still needs to be completed;</i> Facilities is reluctant to paint the door so signs will be installed within the next couple of weeks 	Facilities	Open
H&S 09	Bus Stalling On 401 <i>(issue raised April 1, 2008)</i>	<ul style="list-style-type: none"> ○ Buses that have had stalling problems will be tested on in town routes for 18 hours before they are put back into service on the 401 ○ Randy to check to see if this is being done 	R. Steckly	Ongoing
H&S 10	FMS Enhancement <i>(issue raised April 29, 2008)</i>	<ul style="list-style-type: none"> ○ FMS is going to be updated this week but there is no timeline as to when it will be completed 		Ongoing

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H&S 11	Pre-Trip Inspection Forms <i>(issue raised April 29, 2008)</i>	<ul style="list-style-type: none"> ○ Randy was given a copy of the defect slip that has the added information for checking the emergency alarm system 		Ongoing
H&S 12	WHMIS Specific Training <i>(issue raised June 27, 2008)</i>	<ul style="list-style-type: none"> ○ WHMIS specific training took place last week and another session is to be scheduled for the employees who missed it ○ If Acute gives out certificates upon completion of the training, Corporate H&S needs a copy of this 	R. Steckly	Open
H&S 13	Safety Program <i>(issue raised June 27, 2008)</i>	<ul style="list-style-type: none"> ○ Darlene gave a copy of the basic components of the safety program to Cindy ○ Cindy to review and will give feedback at next H&S meeting ○ After a fire drill takes place, an e-mail is sent out by Corporate H&S requesting feedback ○ Fire plan to be looked at the next H&S meeting 	C. Blair C. Blair	Open
H&S 14	Rubber On Fare Boxes <i>(issue raised September 4, 2008)</i> Code: 3	<ul style="list-style-type: none"> ○ Bruce/Sandra to take a look at the fare boxes and will provide feedback 	R. Steckly	Ongoing
H&S 15	Fumes In Annex <i>(issue raised October 8, 2008)</i>	<ul style="list-style-type: none"> ○ Facilities changed the fan sensors in the annex to make sure they come on during the busy times ○ Report from the fleet air audit was received and a sub-committee will be set up ○ It has been confirmed that a smoke test will be done and a H&S member will be present ○ Once balancing is done, an air quality/hygiene test will be done 	R. Steckly	Open
H&S 16	Bus Will Not Release Washer Fluid <i>(issue raised October 8, 2008)</i>	<ul style="list-style-type: none"> ○ 28 buses still need to be worked on ○ Timeline changed to the end of March, 2009 	R. Steckly	Open, Completion, March 31, 2009

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H&S 17	Nauseating Odour On Bus <i>(issue raised October 8, 2008)</i>	<ul style="list-style-type: none"> ○ Ron posted a notice ○ Request to have a couple of Mobility PLUS vehicles tested ○ Dan to give vehicle numbers to Dave who will contact the City of Kitchener to see if any work has been done on these ones 	D. Steinman D. Smith	Open
H&S 18	Electrical Safety Regarding Hybrid Buses <i>(issue raised October 8, 2008)</i>	<ul style="list-style-type: none"> ○ When a hybrid bus is pushed, it does not generate power ○ Training has been completed on the hybrid buses 		
H&S 19	Lock-Out On Hybrid Buses <i>(issue raised March 25, 2008)</i>	<ul style="list-style-type: none"> ○ Currently the supervisors have the keys for the locks ○ Cindy to check on the lock-out procedure regarding employees having their own keys for the lock-outs 	C. Blair	Ongoing
H&S 20	Confined Spaces Job Safety Analysis Designated Substances <i>(issue raised October 8, 2008)</i>	<ul style="list-style-type: none"> ○ These items to be addressed at a separate meeting ○ Randy to schedule a meeting 	R. Steckly	Open
H&S 21	Eye-Wash Station <i>(issue raised November 12, 2008)</i>	<ul style="list-style-type: none"> ○ Tag to be put on the eye-wash station next week 	R. Steckly	Open
H&S 22	“Go No Go” List <i>(issue raised November 12, 2008)</i>	<ul style="list-style-type: none"> ○ Timeline changed to the end of December, 2009 ○ This is a very in-depth issue ○ Currently the towing policies still stand ○ Darlene to e-mail Randy the list of items that are on the ministry towing list but are not on ours 	D. Wilson	Open, Completion, Dec 31, 2009
H&S 23	Collision Reports <i>(issue raised November 12, 2008)</i>	<ul style="list-style-type: none"> ○ A detailed collision report was brought to the H&S meeting but is not the information Darlene was after ○ Darlene to see Randy to see what he receives from the Collision Review Committee 	D. Wilson	Open
H&S 24	Workplace Violence Group Report	<ul style="list-style-type: none"> ○ The security report should be ready by the end of April ○ There was a response from management regarding the recommendation ○ The plan is fully support but management needs a 		Ongoing

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		<ul style="list-style-type: none"> ○ detailed work plan which is to include the resources required and the timeline ○ This will be discussed more at the next H&S meeting 	K. Dreher	
H&S 25	Braking On Nova Buses <i>(issue raised January 16, 2009)</i>	<ul style="list-style-type: none"> ○ Nova is not able to duplicate this problem but is still working on it ○ Status changed to ongoing 	R. Steckly	Ongoing
H&S 26	Calling Out Bus Stops – Job Safety Analysis <i>(issue raised January 16, 2009)</i>	<ul style="list-style-type: none"> ○ This issue is with a sub-committee ○ Issue changed to ongoing 		Ongoing
H&S 27	Emergency Chemical Response Plan <i>(issue raised January 16, 2009)</i>	<ul style="list-style-type: none"> ○ The supervisors did not train their employees on the evacuation procedures, they just passed them the information to read over ○ This information will be reviewed at the next shop meeting 	R. Steckly	Open
H&S 28	WHMIS/Hazard Specific Training <i>(issue raised January 16, 2009)</i>	<ul style="list-style-type: none"> ○ There is a catch-up training session for all employees who missed the first one ○ Supervisors are included in the training as well as Randy ○ Light duty employees should be taught what they should and should not clean ○ Training of the light duty employees may come from a service attendant ○ Randy to ask the service attendants to make a list of the hazards they deal with 	R. Steckly	Open
H&S 29	Procedure For Locking Out Buses <i>(issue raised January 16, 2009)</i>	<ul style="list-style-type: none"> ○ Copy of notice was re-posted ○ Karen to give Darlene a copy of the information that the operation supervisors were given regarding locking out of buses due to fumes 	K. Dreher	Open
H&S 30	Reporting Occupational Illness <i>(issue raised January 16, 2009)</i>	<ul style="list-style-type: none"> ○ Sometimes the supervisors do not know if there person who filled out an HR18 due to occupational illness will be away the next day 		Open

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		<ul style="list-style-type: none"> ○ If the person happens to be off the following day, the supervisor is to inform Judy Duench ○ Karen to find out the information regarding the reporting of occupational illnesses for the ministry timeline and guidelines 	K. Dreher	
H&S 31	Floor Mats In Mobility PLUS Vehicles <i>(issue raised January 16, 2009)</i>	<ul style="list-style-type: none"> ○ Mats were put in some Mobility PLUS vehicles but not all, Randy to follow up 	R. Steckly	Open
H&S 32	Safety Concerns Regarding Uniforms <i>(issue raised January 16, 2009)</i>	<ul style="list-style-type: none"> ○ Service attendants were asked to wear the vests in the annex ○ Some supervisors and operators are walking between parked buses and have almost been hit ○ It should be mandatory for everyone walking in the annex to wear a vest ○ Notice regarding wearing of vests in the annex to be developed by Karen and Randy ○ The suggestion for reflective clothing for uniforms to be sent to the uniform committee as soon as possible ○ Dan to work on this and will bring back to next meeting 	K. Dreher R. Steckly D. Steinman	Open
H&S 33	Yellow Wooden Beam At Charles Street Terminal <i>(issue raised January 16, 2009)</i>	<ul style="list-style-type: none"> ○ Karen to follow-up with Sharen regarding the painting of the wooden beam at the terminal 	K. Dreher	Open
H&S 34	Copy of Posted Notices <i>(issue raised January 16, 2009)</i>	<ul style="list-style-type: none"> ○ Karen working on a binder which contains of all the H&S notices, practices and policies that have been posted ○ Completion date set for April 30, 2009 	K. Dreher	Open, Completion Date, April 30, 2009
H&S 35	2009 H&S Inspections of Charles Street Terminal	<ul style="list-style-type: none"> ○ The dates have been set up for the 2nd Tuesday of the month 		
H&S 36	2009 Joint H&S Meetings	<ul style="list-style-type: none"> ○ Joint H&S meeting with both KWSA & CSA members to take place on: 		

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		<ul style="list-style-type: none"> - April 3 11:00–1:00 Strasburg Road - October 23 11:00–1:00 Conestoga Blvd. 		
H&S 37	2009 Oktoberfest Security Meeting	<ul style="list-style-type: none"> o Meeting date set for September 9, 2009 1:00 pm, Meeting Room A, 250 Strasburg Road o All attendees have been sent meeting invitations 		
H&S 38	Inspecting the Elevator Pits <i>(issue raised January 15, 2009)</i>	<ul style="list-style-type: none"> o Currently the elevator pit is being inspected at Charles Street Terminal during the monthly inspections o Dan goes into the room by the elevator pit but not actually in the pit o Cindy to ask Sharen to show her the room by the pit 	C. Blair	Open
2.0 Agenda				
2.1	2400 Series Lighting <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> o There is still a lot of complaints regarding the lighting on the 2400 buses o The blue tubes are in but the caps are not blue o GRT is waiting for Nova to send a program for these lights, Randy to check with Nova on the timeframe o In the meantime a couple of lights will be removed from these buses and will put up a defect tag stating that the lights are missing so the bus is not changed off 	R. Steckly	Open
2.2	Recaro Seats Maintenance <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> o The recaro seats need a maintenance check every two years but are not always being done because the buses are either getting rebuilt or replaced before this time o Is there some way of coming up with a schedule to make sure the seats are getting checked? o Randy to work on a tracking system o Also, the recaro seats are getting cleaned every 4 months 	R. Steckly	Open
2.3	Handicapped Parking At Charles Street Terminal <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> o There is only 1 handicapped parking spot in the parking lot beside Charles Street Terminal o Karen to speak with Sharen about getting another spot 	K. Dreher	Open
2.4	Step Needed For Newer Mobility PLUS Vehicles	<ul style="list-style-type: none"> o A step is needed at the rear door of the Mobility PLUS vehicles 		Open

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	<i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ This issue is going to be discussed at the Operations Committee 		
2.5	Staff Parking At 250 Strasburg <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ Concern with operators having to park their cars across the street at the Zellers parking lot – walking at night at the end of their shifts ○ Suggestions include having certain spots available to these operators in the main parking lot or hire a security guard ○ Karen to work on this issue 	K. Dreher	Open
2.6	Joint Meeting With CSA <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ The KWSA H&S Committee would like to increase the joint meetings with CSA to 3 - 4 a year ○ Randy to get back to Darlene on this issue 	R. Steckly	Open
2.7	Testing For Dog Tracking <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ There was an accident involving bus number 2313 where the bus was dog tracking ○ Fleet tests for this by driving through water and seeing the marks the tires make on the floor ○ If there is another way of testing for this, bring the suggestion to next H&S meeting 		Open
2.8	Gates During Alarms <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ The gates around GRT should not be able to open during an alarm ○ There is a red light on the side of the building that goes off to notify staff that an alarm is going off 		Open
2.9	H&S Concern Forms On GRT Vehicles <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ It was requested by the Employee Co-operative Action Committee that the H&S Concern forms be available on all GRT vehicles since they aren't always assessable ○ Currently there is a blue binder in the lunch room with the forms ○ Dan to put a box of forms in Mobility PLUS dispatch 	D. Steinman	
2.10	Caution In The Annex <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ An employee was walking from the new annex to the old annex and was almost hit ○ Signs or a mirror should be installed 		Open

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		<ul style="list-style-type: none"> ○ If this happens again, the operator should note the date, time and bus number and report this right away ○ Randy to look into a mirror 	R. Steckly	
2.11	Timed Lights In The Annex <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ The lights in the annex are on timers at night and it gets pretty dark for the service attendants to work ○ Changes can be made to the timer ○ Dan to write down where and when the lights are going dim ○ This was brought up at a H&S meeting in 2007 	D. Steinman	Open
2.12	Outstanding Issues From Fleet Inspection <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ Oxygen tanks have not been taken care of, Randy to check to see the system that CSA has ○ Darlene is still working on a floor plan of the areas she inspects each month ○ A tag is needed on the eyewash station – this to be done next week 	R. Steckly D. Wilson R. Steckly	Open
2.13	Outstanding Issues From Annex Inspection <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ Annex door is closing too soon, Bruce Boshart spoke with Randy about this ○ Usually the door closes within 35 seconds but some are closing as soon as 10 seconds and the green light does not come on before the door starts to close ○ Each bus should be stopping at the door before exiting the annex ○ Randy to do a work order 	R. Steckly	Open
2.14	City Of Kitchener Sweeper <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ Usually water is not used in the sweeper due to the water freezing ○ Should be using water because when it is sweeping, all it does is pushes dirt into the air 		Open
2.15	Operators Reaching For Destination Signs <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ Operators are straining to change the destination signs on the buses and are injuring themselves ○ Is it possible to move the key pad so it is more assessable, this can be looked into further ○ Darlene to check out the different series of buses and look at the locations 	D. Wilson	Open

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		<ul style="list-style-type: none"> ○ Rick has not been receiving any accident reports, Cindy to check into this 	C. Blair	
2.16	New Workplace Incident Report <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ This is a new form that is similar to the HR18 and Form 7 ○ All H&S committee members received a copy to review, please give any changes to Cindy 	H&S Committee	Open
2.17	Scent Free Request <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ Scent free request stickers have been posted throughout GRT ○ Cannot monitor on the buses but if an operator is effected by a scent on their bus, they should go outside to get some fresh air 		Open
3.0 New Business				
3.1	Parking Lot Signs <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ All of the traffic flow signs are gone in the main parking lot at GRT ○ Cindy to check out if the parking lot is one way or not 	C. Blair	Open
3.2	Mirror For Fuel Truck <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ There should be a flag person at the corner helping direct the fuel truck ○ The mirrors are facing the other way and should be on the back corner ○ Randy to notify the fuel company that they need a flag person to direct them and for them to call ahead to make these arrangements 	R. Steckly	Open
3.3	Recycling At GRT <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ Employees are throwing away paint cans, batteries and aerosol cans instead of putting them into the recycling bins by the stockroom 		Open
3.4	Error On Easy Go System <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ Recently there was a time error on the Easy Go system and the driver was assaulted because the times were wrong ○ Cindy to look at this incident report 	C. Blair	Open
3.5	Terms Of Reference Review <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ The Terms Of Reference needs to be updated ○ Randy to check with Ron for an electronic copy of the 	R. Steckly	Open

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		reference and will bring to next H&S meeting		
3.6	Ergonomic Request For Stockroom <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ There is a request for an ergonomic review of the stockroom computer area ○ Cindy to follow-up with Paul to set something up 	C. Blair	Open

Next Meeting:

**** PLEASE NOTE DATE CHANGE ****

Friday, April 24, 2009

Grand River Transit Meeting Room A

250 Strasburg Road, Kitchener

1:30 PM

Meeting Adjourned:

3:00 pm

Minutes accepted by:

Randy Steckly, Management Co-chair

Darlene Wilson, CAW Local 4304, Co-chair

2009 H&S ITEMS WHICH ARE NOW CLOSED

Issue	Actions Taken
<p>Electric Bikes <i>(issue raised September 4, 2008)</i> <i>(issue closed January 15, 2009)</i> Code: 3</p>	<ul style="list-style-type: none"> ○ Operations Committee is working on a notice
<p>Hybrid Hazards <i>(issue raised September 4, 2008)</i> <i>(issue closed January 15, 2009)</i></p>	<ul style="list-style-type: none"> ○ Randy and Darlene took a hybrid for a test drive ○ Nova suggested another litre of transmission fluid should be added, this has been done and there has been no problem since
<p>Bikes Dislodging Out Of Bike Racks <i>(issue raised October 8, 2008)</i> <i>(issue closed January 15, 2009)</i></p>	<ul style="list-style-type: none"> ○ This item is with Operations Committee
<p>Mold in Driver's Lunchroom <i>(issue raised October 8, 2008)</i> <i>(issue closed January 15, 2009)</i></p>	<ul style="list-style-type: none"> ○ This has been done
<p>Mobility PLUS Four Way Signals <i>(issue raised October 8, 2008)</i> <i>(issue closed January 15, 2009)</i></p>	<ul style="list-style-type: none"> ○ All new Mobility PLUS vehicles have the four way signals
<p>Lug Lock Memo <i>(issue raised November 12, 2008)</i> <i>(issue closed January 15, 2009)</i></p>	<ul style="list-style-type: none"> ○ This has been posted on the conventional bulletin board
<p>Violence In Workplace Recommendation <i>(issue raised October 23, 2007)</i> <i>(issue closed February 19, 2009)</i></p>	<ul style="list-style-type: none"> ○ Violence Prevention Group

<p>Interlock Brakes <i>(issue raised September 4, 2008)</i> <i>(issue closed February 19, 2009)</i> Code: 2</p>	<ul style="list-style-type: none"> ○ All have been complete
<p>Conestoga Mall Signage <i>(issue raised October 8, 2008)</i> <i>(issue closed February 19, 2009)</i></p>	<ul style="list-style-type: none"> ○ This issue is with Operations Committee
<p>Scent Free Policy <i>(issue raised October 8, 2008)</i> <i>(issue closed February 19, 2009)</i></p>	<ul style="list-style-type: none"> ○ Fragrance in the workplace fact sheet has been posted ○ The fact sheet will be on the new HR website which is currently being worked on
<p>Volume On 2600 Radios <i>(issue raised January 16, 2009)</i> <i>(issue closed February 19, 2009)</i></p>	<ul style="list-style-type: none"> ○ This has been fixed
<p>Copy Of Defects In Bus <i>(issue raised January 16, 2009)</i> <i>(issue closed February 19, 2009)</i></p>	<ul style="list-style-type: none"> ○ Copy of the defects used to be left in the buses but this has stopped ○ This was good if the operator needed to refer to it to see if any defects were been written up ○ If an operator is looking for information on a bus, they can go to Fleet and ask ○ FMS system will show all of the work done on a particular bus ○ Some buses are going right back into service after they have been written up ○ Let Randy know when this happens
<p>H&S Meeting Dates For 2009</p>	<ul style="list-style-type: none"> ○ It was agreed to have the H&S meetings take place on the 3rd Thursday of the month <ul style="list-style-type: none"> - February 19 - March 25 - April 24 - May 21 - June 18 - September 17 - October 15 - November 19 - December 17 ○ All meetings are at 1:00 pm and take place in Meeting Room A at Strasburg Road

2009 H&S Inspections Of 250 Strasburg Road	<ul style="list-style-type: none"> ○ Dates have been set for the 4th Friday of the month
Recommendation For Pre-Testing Of New Buses <i>(issue raised September 4, 2008)</i>	<ul style="list-style-type: none"> ○ There is a copy of the recommendation in the black H&S binder ○ All binders are to be updated by their owners ○ Karen to check to see if Ron has a copy of the binder, which should go to Randy
Speed Entering Garage Area <i>(issue raised October 8, 2008)</i>	<ul style="list-style-type: none"> ○ Notice has been posted
Safety Concern Form <i>(issue raised October 8, 2008)</i>	<ul style="list-style-type: none"> ○ This has been received
Transit By-Laws <i>(issue raised October 8, 2008)</i>	<ul style="list-style-type: none"> ○ This has been discussed
Bike Rack Deployment Indicator <i>(issue raised October 8, 2008)</i>	<ul style="list-style-type: none"> ○ Out of all of the 2008 collisions that involved bike racks, none of them were deployed
Highland Hills Mall Issues <i>(issue raised October 8, 2008)</i>	<ul style="list-style-type: none"> ○ The cleaning schedule is posted and the floor is getting mopped ○ Facilities is looking into replacing the floor near the toilettes
Grinder Maintenance <i>(issue raised November 12, 2008)</i>	<ul style="list-style-type: none"> ○ Tags have been put on the grinders
Brake Machine Ergonomics <i>(issue raised November 12, 2008)</i>	<ul style="list-style-type: none"> ○ This has been implemented with the employee
Preparation Time For Co-Chair <i>(issue raised January 16, 2009)</i>	<ul style="list-style-type: none"> ○ There is nothing further regarding this issue



MINUTES DISTRIBUTION

Eric Gillespie	Director Transit Services
Peter Zinck	Assistant Director Transit Services
John Cicuttin	Manager Transit Development, 5 th Floor, 150 Frederick
Ron Pearson	Manager, Transit Services
Serge Ianni	Assistant Manager Control Dispatch
Jim Ioannou	Assistant Manager
Karen Dreher	Assistant Manager
Randy Steckly	Manager Fleet North
Dave Smith	Assistant Manager, Mobility PLUS
Sharen Robinson	Assistant Manager, Terminals
Dan Steinman	Mobility PLUS
Cheryl McGill	Operational Designer – 250 Strasburg Rd
Phil Mayberry	Grand River Transit – Fleet
Rick Lonergan	Grand River Transit – Operations
Darlene Wilson	Grand River Transit – Operations
Cindy Blair	Corporate Health & Safety, Human Resources
Michael McMullen	Facilities Operations, 6 th Fl, 150 Frederick
John Livingstone	Grand River Transit – Operations, Cambridge
Blair Allen	Principal Planner, Transit Development

Jean Bourdon and Serge Ianni for Supervisors
Fleet Supervisors; Ray Arsenault, Nial Bermingham, Dave DeGouveia, Walter Jadro, Gerry Lefler, Dan Moser, Ozzie Resendes
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