



GRAND RIVER TRANSIT

KITCHENER-WATERLOO HEALTH & SAFETY COMMITTEE

Date: May 26, 2009
Time: 1:30 P.M.
Co-Chairs: Randy Steckly, Darlene Wilson
Present: Karen Dreher, Rick Lonergan, Dave Smith, Dan Steinman
Absent: Phil Mayberry
Guest: Cindy Blair, Corporate H&S

NOTES: Concerns or Comments regarding minutes, contact: **Darlene Wilson** kgrt@region.waterloo.on.ca
Randy Steckly ext. 7205 or e-mail srandy@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"> ○ 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> - reducing assaults on operators <i>(issue raised January/08)</i> - bomb threat on buses <i>(issue raised February/08)</i> ○ Next meeting scheduled for June 8th 	Violence Prevention Group	Ongoing

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H&S 02	Noise Exposure Limits Lowered <i>(issue raised January 26 , 2007)</i>	<ul style="list-style-type: none"> ○ Signs have gone up ○ Hearing protection coming in next week, then it will be enforced ○ Randy forwarded the engineering controls to Facilities but haven't heard back yet ○ Requested that sound level assessments be done on impact tools with and without mufflers ○ Corporate H&S to provide noise meters for comparison ○ Dan to give the Mobility PLUS vehicle numbers which are very loud to Dave for testing 	R. Steckly C. Blair C. Blair D. Steinman	Open, Completion, November, 2009
H&S 03	Backing Up Procedure For Mobility PLUS Vehicles <i>(issue raised November8 , 2006)</i>	<ul style="list-style-type: none"> ○ Another group attended the training ○ Two operators were taken to show where the concerns were ○ This issue is still ongoing 	D. Smith	Ongoing, Completion, July, 2009
H&S 04	Bike Rack Work Refusal <i>(issue raised June 26 , 2007)</i>	<ul style="list-style-type: none"> ○ H&S did everything they could to solve this issue but it still remains unresolved ○ Work refusal still in investigation stages ○ Karen to look at where to go from here 	K. Dreher	Ongoing
H&S 05	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: <ul style="list-style-type: none"> - 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> the doors were numbered, waiting to be completed, completion date changed to June 16, 2009 	R. Steckly Facilities	Open, Completion, June 16/09
H&S 06	FMS Enhancement <i>(issue raised April 29, 2008)</i>	<ul style="list-style-type: none"> ○ Randy to e-mail Darlene and Karen the FMS system enhancements 	R. Steckly	Ongoing
H&S 07	WHMIS Specific Training <i>(issue raised June 27, 2008)</i>	<ul style="list-style-type: none"> ○ There are still more training sessions to be completed, will co-ordinate these ones with Cambridge training in June/July 	R. Steckly	Open, Completion, July/09

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		<ul style="list-style-type: none"> ○ Completion date set for July, 2009 		
H&S 08	Safety Program <i>(issue raised June 27, 2008)</i>	<ul style="list-style-type: none"> ○ The outline sketch of the safety program was given to Cindy ○ This is a proactive way of dealing with safety issue as opposed to dealing with them in a reactive way ○ Meeting to be arranged with Randy, Darlene and Cindy ○ Issue is still ongoing 	R. Steckly D. Wilson C. Blair	Ongoing
H&S 09	Rubber On Fare Boxes <i>(issue raised September 4, 2008)</i> Code: 3	<ul style="list-style-type: none"> ○ Fare boxes were looked at and it was decided that a reflective strip will be installed on them ○ A notice reminding operators to push the seats back was posted ○ Randy to forward this notice to Karen and Cindy ○ Completion date set for June 30, 2009 ○ Cindy has requested that in future, all H&S notices to be forwarded to her 	R. Steckly	Ongoing, Completion, June 30/09
H&S 10	Fumes In Annex/Shop <i>(issue raised October 8, 2008)</i>	<ul style="list-style-type: none"> ○ It has been confirmed that a test will be done and that a H&S member will be present ○ Facilities have made arrangements for this work to be done ○ Once balancing is done, an air quality/hygiene test will be done ○ Air balance test is being done today 	R. Steckly	Open
H&S 11	Electrical Safety Regarding Hybrid Buses <i>(issue raised October 8, 2008)</i>	<ul style="list-style-type: none"> ○ Cindy has had no feedback from Dave Koebel and Sandra about the recommendation regarding the signage, Cindy to contact them ○ The enhanced signs will be put on the bus compartments to keep untrained personnel from accessing the hybrids 	C. Blair	Open
H&S 12	Lock-Out On Hybrid Buses And Lock-Out Procedures <i>(issue raised March 25, 2008)</i>	<ul style="list-style-type: none"> ○ Cindy is working with Fleet and Facilities regarding the lock-out procedures and the dedicated locks ○ Cindy and Randy are working on changing the procedure ○ The mechanics with the electrical equipment has the key to lock-out the buses 	C. Blair C. Blair R. Steckly	Ongoing

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		<ul style="list-style-type: none"> ○ Currently the supervisors has the locks for the buses and not the mechanics 		
H&S 13	Confined Spaces Job Safety Analysis Designated Substances <i>(issue raised October 8, 2008)</i>	<ul style="list-style-type: none"> ○ Meeting took place but further follow-up is required ○ Cindy to set up another meeting ○ Cindy to send Darlene the confined space assessment for Strasburg Road ○ Randy gave Darlene the original asbestos report and will follow-up with subsequent yearly updates ○ Randy to work on getting Dave Koebel to go for the certification training part 1 	C. Blair C. Blair R. Steckly	Open
H&S 14	Eye-Wash Station <i>(issue raised November 12, 2008)</i>	<ul style="list-style-type: none"> ○ During the last monthly inspection, the water from the eye-wash station outside the battery room was still coming out brown ○ Randy to follow-up with Derek of Facilities 	R. Steckly	Open
H&S 15	“Go No Go” List <i>(issue raised November 12, 2008)</i>	<ul style="list-style-type: none"> ○ No change ○ Darlene received information from Bruce from the MTO ○ Currently the towing policies still stand ○ Timeline still remains the end of December, 2009 		Open, Completion, Dec 31, 2009
H&S 16	Collision Reports <i>(issue raised November 12, 2008)</i>	<ul style="list-style-type: none"> ○ Cindy to find out what information the database can extract and will bring to next H&S meeting 	C. Blair	Open
H&S 17	Workplace Violence Group Report	<ul style="list-style-type: none"> ○ The threat risk assessment final report has not yet been received, Cindy to find out when it will be released ○ If there is a H&S component in the report, it will be shared with the H&S Committee ○ In the meantime, it has been requested for the H&S Committee to see the draft copy of the report ○ A recommendation will be done and will be kept at the H&S Committee level ○ The draft copy of the recommendation was read at the meeting, Randy to make any changes then will be e-mailed to Jean Bourdon and John Livingstone, co- 	C. Blair R. Steckly	Ongoing

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		chairs of the CSA H&S Committee ○ Consensus received from the H&S Committee regarding the recommendation that it can go forward		
H&S 18	Braking On Nova Buses <i>(issue raised January 16, 2009)</i>	○ Phil to let Randy know the e-mail information of Bendex ○ Randy then to contact Bendex	P. Mayberry R. Steckly	Ongoing
H&S 19	Calling Out Bus Stops – Job Safety Analysis <i>(issue raised January 16, 2009)</i>	○ This issue is with a sub-committee ○ Peter is working with the consultant to finalize what is to be studied ○ Waiting for ergonomic assessment report which should be received within 14 working days ○ Randy to share the report with Darlene when he receives it	R. Steckly	Ongoing
H&S 20	Emergency Chemical Response Plan <i>(issue raised January 16, 2009)</i>	○ The information will be reviewed at the next shop meeting tomorrow	R. Steckly	Open, Completion, June 30, 2009
H&S 21	Hazard Specific Training <i>(issue raised June, 2009)</i>	○ All workers have the right to know what the hazards are in their workplace ○ The WHMIS training will be complete in July ○ Next step in hazard specific training is training the employees about cleaning up of blood and bodily fluids ○ Randy to work with Cindy to identify hazards and develop a plan in conjunction with the SOP	R. Steckly	Open
H&S 22	2400 Series Lighting <i>(issue raised March, 2009)</i>	○ The lights in the right front on the buses have been removed and seems to be working well ○ Nova advised that no one on staff can change the lighting program but they will ask their supplier ○ Issue changed to ongoing	R. Steckly	Ongoing

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H&S 23	Recaro Seats Maintenance <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ Randy took a look at the CD which was mainly about the parts and procedures for the seats ○ Randy will e-mail Recaro to ask what their recommendation is for scheduled maintenance on the seats 	R. Steckly	Open
H&S 24	Caution In The Annex / New Bollards <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ Bollards in the annex were looked at and it has been suggested that another two are needed ○ If the doorway has an exit sign, a bollard cannot be installed but a rope can be put there ○ Randy and Dan to look at the bollard to decide where to go from here 	R. Steckly D. Steinman	Open
H&S 25	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 contact Derek of Facilities regarding this 	D. Steinman	Open
H&S 26	Operators Reaching For Destination Signs <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ Bruce and Randy took a look at where the key pad for the destination signs are located on the 2300 buses ○ Cindy to arrange for an ergonomist to come in 	C. Blair	Open
H&S 27	New Workplace Incident Report <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ Cindy to advise when these reports will start to be used 	C. Blair	Open
H&S 28	Parking Lot Signs <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ Directional arrows that were once on the fence were taken down ○ The parking lot is not one way, Cindy to speak with Peter to confirm this 	C. Blair	Open
H&S 29	Error On Easy Go System <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ At times the Easy-Go System can be off by 3-4 minutes and when the operator shows up on time, they are hassled by the customers ○ Karen to work with Sandy Roberts on the accuracy of the system ○ Karen to search for the incident report regarding the assault of the operator due to the error on the Easy Go System 	K. Dreher K. Dreher	Open

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H&S 30	Terms Of Reference Review <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ Karen to send draft copy of the Terms of Reference to Randy and Darlene to get their input and changes ○ Rick to look at the section regarding the number of members on the H&S Committee ○ The Terms of Reference was reviewed at the H&S meeting, here are some of the changes suggested: <ul style="list-style-type: none"> - change the names of the co-chairs - all typing errors that were noted, Karen will take care of changing these - add section 25 2L from the H&S Act regarding obtaining information from the employer - page 4, do not need to send info to director of MOL - move paragraphs up on page 4 - page 5, instead of operators, change to workers - Karen to verify how many workers are in the GRT building to see if another member is required on the H&S Committee - page 7, change wording for how often the Committee meets to say – may endeavor to meet once a month - add in the following: <ul style="list-style-type: none"> - H&S funding of \$150 per calendar year - any supplies needed for H&S, the employer has to supply them - page 9, change wording from transit centre and transportation centre to the actual address of the property - add in the visual inspection of Forest Glen Plaza, Conestoga Mall, Fairview Mall 	K. Dreher R. Lonergan	Ongoing
H&S 31	Ergonomic Request For Stockroom <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ The ergonomic assessment has been complete, it has been recommended that a new desk, chair and keyboard tray be purchased ○ Cindy has a copy of the report for the H&S Committee ○ Status changed to ongoing, waiting for completion 	C. Blair	Ongoing

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H&S 36	Issue With H&S Concern Forms <i>(issue raised April, 2009)</i>	<ul style="list-style-type: none"> ○ H&S are not always getting a copy of the H&S Concern form and sometimes the operators will hand them in but they don't receive a response within the two days ○ Sometimes the supervisor cannot get back to the operator within the two day time frame but they usually let them know if they cannot do so ○ In this situation, the supervisor should pass on to another supervisor within their area to deal with ○ Darlene and Rick received an e-mail awhile back from Ron explaining how H&S concern forms should be dealt with, Karen to contact Ron regarding this 	K. Dreher	Open
H&S 37	Panic Button At Front Desk <i>(issue raised April, 2009)</i>	<ul style="list-style-type: none"> ○ There is a panic button at the front reception which rings at Frederick Street ○ Bonnie Liesemer is working on the procedure, once in place the panic button will be tested monthly ○ Karen to contact Cindy to get the panic alarm procedures for Frederick Street and will pass them onto Bonnie ○ There is a concern is that there is only one phone line in the reception area, this is a problem if the receptionist is on the phone and security tries to call them 	K. Dreher	Open
H&S 38	Carts Transported On Mobility PLUS Vehicles <i>(issue raised April, 2009)</i>	<ul style="list-style-type: none"> ○ Dave contacted other transit facilities and it does not seem to be as much of a problem for them or they chose not to discuss the issue with him ○ Bungee cords are not allowed to be used to tie down portable shopping carts on Mobility PLUS vehicles ○ A Q-strait needs to be used for tying things down ○ Dave will take a look at the Mobility PLUS customer procedures to see what it says regarding this issue 	D. Smith	Open
H&S 39	Purell Wipes At Dispatch <i>(issue raised April, 2009)</i>	<ul style="list-style-type: none"> ○ There are new hand wipes on order which will be located at dispatch and the downtown terminal for 		Open

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		operators to use, Cindy to follow up on this ○ The only concern is that if an employee uses the wipes then has a cigarette, there could be a fire, notice should be posted regarding this	C. Blair	
H&S 40	First Aid Room <i>(issue raised April, 2009)</i>	○ Karen still working on seeing how many people are in the GRT building at one time to see if we need to increase the first aid supplies	K. Dreher	Open
H&S 41	Updating Posted Notices Binder <i>(issue raised April, 2009)</i>	○ A formal numbering system for postings is being worked on but is not yet complete ○ In the meantime, the binder will be brought to each H&S meeting to make sure it is updated	K. Dreher	Open
3.0 New Business				
3.1	Welding Hazards	○ Darlene asked a couple of supervisors what PPE was required to do welding and they did not know ○ It was requested that Fleet review the PPE for welding, Randy to work on this	R. Steckly	Open

Next Meeting:

Thursday, June 18, 2009

Grand River Transit Meeting Room A

250 Strasburg Road, Kitchener

1:00 PM

Meeting Adjourned:

3:59 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 Lurchroom <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
<p>2009 H&S Inspections Of 250 Strasburg Road</p>	<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> <i>(issue closed March, 2009)</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> <i>(issue closed March, 2009)</i>	<ul style="list-style-type: none"> ○ Notice has been posted
Safety Concern Form <i>(issue raised October 8, 2008)</i> <i>(issue closed March, 2009)</i>	<ul style="list-style-type: none"> ○ This has been received
Transit By-Laws <i>(issue raised October 8, 2008)</i> <i>(issue closed March, 2009)</i>	<ul style="list-style-type: none"> ○ This has been discussed
Bike Rack Deployment Indicator <i>(issue raised October 8, 2008)</i> <i>(issue closed March, 2009)</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> <i>(issue closed March, 2009)</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> <i>(issue closed March, 2009)</i>	<ul style="list-style-type: none"> ○ Tags have been put on the grinders
Brake Machine Ergonomics <i>(issue raised November 12, 2008)</i> <i>(issue closed March, 2009)</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> <i>(issue closed March, 2009)</i>	<ul style="list-style-type: none"> ○ There is nothing further regarding this issue
Dirt Concerns On Buses <i>(issue raised September 6 , 2006)</i> <i>(issue closed April, 2009)</i> Code: 3	<ul style="list-style-type: none"> ○ Two cleanings a year is sufficient enough ○ GRT's cleaning of air filters exceeds all of the other transit areas in North America

<p>MSDS Sheets Not Updated <i>(issue raised January 9, 2008)</i> <i>(issue closed April, 2009)</i> Code: 1</p>	<ul style="list-style-type: none"> ○ H&S Committee received the MSDS binder at the meeting ○ Commuter sheets are done ○ There is a policy that when a product comes into the building, it must have an MSDS sheet
<p>Bus Stalling On 401 <i>(issue raised April 1, 2008)</i> <i>(issue closed April, 2009)</i></p>	<ul style="list-style-type: none"> ○ Buses that have chronic stalling problems will be tested on in town routes for 18 hours before they are put back into service on the 401
<p>Pre-Trip Inspection Forms <i>(issue raised April 29, 2008)</i> <i>(issue closed April, 2009)</i></p>	<ul style="list-style-type: none"> ○ GRT is at the point of ordering more pre-trip inspection forms ○ The following will be added to the form: <ul style="list-style-type: none"> - with radio off, check emergency procedure alarm ○ Some of the buses are not transmitting when the emergency alarm is pressed and some of the other buses have other alarm problems
<p>Bus Will Not Release Washer Fluid <i>(issue raised October 8, 2008)</i> <i>(issue closed April, 2009)</i></p>	<ul style="list-style-type: none"> ○ All the buses are complete
<p>Procedure For Locking Out Buses <i>(issue raised January 16, 2009)</i> <i>(issue closed April, 2009)</i></p>	<ul style="list-style-type: none"> ○ Copy of notice ware-posted ○ Karen to give Darlene a copy of the information that the operation supervisors were given regarding locking out of buses due to fumes
<p>Copy of Posted Notices <i>(issue raised January 16, 2009)</i> <i>(issue closed April, 2009)</i></p>	<ul style="list-style-type: none"> ○ Karen gave Darlene the binder with all of the posted notices ○
<p>2009 H&S Inspections of Charles Street Terminal</p>	<ul style="list-style-type: none"> ○ The dates have been set up for the 2nd Tuesday of the month
<p>2009 Joint H&S Meetings</p>	<ul style="list-style-type: none"> ○ Joint H&S meeting with both KWSA & CSA members to take place on: <ul style="list-style-type: none"> - April 3 11:00–1:00 Strasburg Road - October 23 11:00–1:00 Conestoga Blvd.
<p>2009 Oktoberfest Security Meeting</p>	<ul style="list-style-type: none"> ○ Meeting date set for September 9, 2009 1:00 pm, Meeting Room A, 250 Strasburg Road ○ All attendees have been sent meeting invitations
<p>Joint Meeting With CSA <i>(issue raised March, 2009)</i> <i>(issue closed April, 2009)</i></p>	<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 ○ This is on the Combined Joint H&S Meeting minutes

<p>H&S Concern Forms On GRT Vehicles <i>(issue raised March, 2009)</i> <i>(issue closed April, 2009)</i></p>	<ul style="list-style-type: none"> ○ A box of forms has been put in Mobility PLUS dispatch
<p>Mirror For Fuel Truck <i>(issue raised March, 2009)</i> <i>(issue closed April, 2009)</i></p>	<ul style="list-style-type: none"> ○ Stockroom has been advised to contact the fuel companies to remind them that a flag person needs to be used
<p>Nauseating Odour On Bus <i>(issue raised October 8, 2008)</i> <i>(issue closed May, 2009)</i></p>	<ul style="list-style-type: none"> ○ As buses are brought in for nauseating odours, they are written up and fixed ○ There have been no new complaints since then
<p>Reporting Occupational Illness <i>(issue raised January 16, 2009)</i> <i>(issue closed May, 2009)</i></p>	<ul style="list-style-type: none"> ○ Cindy looked at Parklane report regarding the incident where an employee was taken by ambulance to the hospital ○ Cindy to contact the Ministry to ask them if they can put the narrative she received into writing ○ Only permanent illnesses/conditions need to be reported to the MOL director, not temporary illnesses
<p>Floor Mats In Mobility PLUS Vehicles <i>(issue raised January 16, 2009)</i> <i>(issue closed May, 2009)</i></p>	<ul style="list-style-type: none"> ○ Mats were put in the Mobility PLUS vehicles but were discarded by the operators
<p>Safety Concerns Regarding Uniforms <i>(issue raised January 16, 2009)</i> <i>(issue closed May, 2009)</i></p>	<ul style="list-style-type: none"> ○ Notice was posted to remind operators to walk along the walk-way
<p>Yellow Wooden Beam At Charles Street Terminal <i>(issue raised January 16, 2009)</i> <i>(issue closed May, 2009)</i></p>	<ul style="list-style-type: none"> ○ Wooden beams have been painted
<p>Inspecting the Elevator Pits <i>(issue raised January 15, 2009)</i> <i>(issue closed May, 2009)</i></p>	<ul style="list-style-type: none"> ○ Inspection of the elevator pits have been done ○ The machine room and sump pit are not considered to be confined spaces ○ Cindy to get Darlene a copy of the confined space binder
<p>Disabled Parking At Charles Street Terminal <i>(issue raised March, 2009)</i> <i>(issue closed May, 2009)</i></p>	<ul style="list-style-type: none"> ○ Dave to find out correct terminology for this ○ Security issues only so many passes for parking so if the disabled spot is still available, this employee still cannot park there ○ It was confirmed that the employee still needs to get an accommodation for this

<p>Step Needed For Newer Mobility PLUS Vehicles <i>(issue raised March, 2009)</i> <i>(issue closed May, 2009)</i></p>	<ul style="list-style-type: none"> ○ This issue is with Operations Committee
<p>Staff Parking At 250 Strasburg <i>(issue raised March, 2009)</i> <i>(issue closed May, 2009)</i></p>	<ul style="list-style-type: none"> ○ A notice was posted to notify/remind operators of the procedure where an operator can ask a Fleet supervisor to escort them across the street at night
<p>Testing For Dog Tracking <i>(issue raised March, 2009)</i> <i>(issue closed May, 2009)</i></p>	<ul style="list-style-type: none"> ○ Rick contacted other transit sites to ask what they do to test for dog tracking but he did not hear back from them
<p>Outstanding Issues From Fleet Inspection <i>(issue raised March, 2009)</i> <i>(issue closed May, 2009)</i></p>	<ul style="list-style-type: none"> ○ A tag is has been put on the eyewash station – this is complete ○ Compressed gas tank holders – is complete ○ Floor plans of fleet – this was discussed at the Combined Joint H&S meeting, a basic plan was given to Darlene
<p>Outstanding Issues From Annex Inspection <i>(issue raised March, 2009)</i> <i>(issue closed May, 2009)</i></p>	<ul style="list-style-type: none"> ○ Annex doors now close at the same time
<p>City Of Kitchener Sweeper <i>(issue raised March, 2009)</i> <i>(issue closed May, 2009)</i></p>	<ul style="list-style-type: none"> ○ City of Kitchener will not use water in their sweeper due to freezing in the colder weather and slippery floors ○ The sweeper can be stored inside, it is the same as storing buses inside
<p>Scent Free Request <i>(issue raised March, 2009)</i> <i>(issue closed May, 2009)</i></p>	<ul style="list-style-type: none"> ○ This is becoming a larger issue but is not likely to be enforced on the buses
<p>Recycling At GRT <i>(issue raised March, 2009)</i> <i>(issue closed May, 2009)</i></p>	<ul style="list-style-type: none"> ○ More recycling bins have been received
<p>Transporting Ill Or Injured Workers <i>(issue raised April, 2009)</i> <i>(issue closed May, 2009)</i></p>	<ul style="list-style-type: none"> ○ It has been confirmed that there is no formal policy or procedure in place when an employee is taken to the hospital and their cars are left behind

<p>Proper Procedure For Work Refusals <i>(issue raised April, 2009)</i> <i>(issue closed May, 2009)</i></p>	<ul style="list-style-type: none"> ○ The work refusal flow chart was posted
<p>Brinks Not Obeying Signs <i>(issue raised April, 2009)</i> <i>(issue closed May, 2009)</i></p>	<ul style="list-style-type: none"> ○ Bonnie Liesemer has been informed that Brinks are not obeying the GRT stop signs



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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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