



GRAND RIVER TRANSIT

KITCHENER-WATERLOO HEALTH & SAFETY COMMITTEE

Date: September 17, 2009
Time: 1:00 P.M.
Co-Chairs: Randy Steckly, **Darlene Wilson**
Present: Rick Lonergan, Phil Mayberry, Dan Steinman, Bryan Tyrrell
Absent: Dave Smith

NOTES: Concerns or Comments regarding minutes, contact: **Darlene Wilson** kgrt@region.waterloo.on.ca
Randy Steckly ext. 7205 or e-mail randy@region.waterloo.on.ca

Health & Safety Issues

Item #	Issue	Actions to be taken	Assigned To	Status
Additions/Changes/Deletions To Previous Minutes				
H&S 31	Welding Hazards <i>(issue raised May 26, 2009)</i>	Add <ul style="list-style-type: none"> ○ Still waiting for fit testing to be done Change <ul style="list-style-type: none"> ○ All employees have a respiratory mask <div style="text-align: center;">TO</div> ○ All body-men should have a respiratory mask 		
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 	Violence Prevention Group	Ongoing

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		<ul style="list-style-type: none"> (issue raised June/06) - shielding issues (issue raised October/06) - reducing assaults on operators (issue raised January/08) - bomb threat on buses (issue raised February/08) o Meeting took place o Some blank forms could be put in the lunch room and it was also suggested that forms be put on the buses by June 29th o The incident and banning information will be looked at during the next violence prevention group meeting o The completed forms are only being forwarded to Randy and not Darlene so Randy will bring all of the original forms he receives to each H&S Committee meeting for review, starting with the next meeting o Not a lot forms are being filled out fully, remind supervisors to fill in all information o Bryan will e-mail supervisors to remind them to encourage the operators to fill out the form when an incident occurs o Bryan to e-mail Karen Dreher to find out how she received the copies of the completed forms o Peter Mercado came to the last meeting and answered questions and concerns as well as informed the committee what the expectations are of the security guards 	<p>B. Tyrrell</p> <p>B. Tyrrell</p> <p>B. Tyrrell</p>	
H&S 02	Noise Exposure Limits Lowered (issue raised January 26 , 2007)	<ul style="list-style-type: none"> o Pinchin to come on September 4 for testing on impact tools with and without mufflers o Randy will pass on any information that Facilities needs to know o The noise testing was done in November of 2008 and showed noise over-exposure 	R. Steckly	Open, Completion, November, 2009

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		<ul style="list-style-type: none"> ○ Recommendation brought forward that states that GRT needs to get engineering controls in order to lower the noise exposure in the garage and that a working group be formed ○ The recommendation was signed by both co-chairs and will be sent to senior management 	D. Wilson	
H&S 03	Backing Up Procedure For Mobility PLUS Vehicles <i>(issue raised November 8, 2006)</i>	<ul style="list-style-type: none"> ○ This issue is still ongoing ○ The issue is still unresolved and is now in mediation 		Ongoing, Completion, July, 2009
H&S 04	FMS Enhancement <i>(issue raised April 29, 2008)</i>	<ul style="list-style-type: none"> ○ Has gone to vender for flagging system ○ The timeline for this project has changed, more information to be provided at next H&S meeting ○ Recommendation brought forward that states that senior management committee to a flagging system that automatically flags buses that have multiple concerns ○ This is being brought forward because no timeline has been chosen for this ○ This recommendation will be present to senior management from a worker member of the Committee 	D. Wilson	Ongoing
H&S 05	WHMIS Specific Training <i>(issue raised June 27, 2008)</i>	<ul style="list-style-type: none"> ○ Training date changed to the week of September 21st ○ There are still 5 or 6 KWSA employees as well as CSA employees that need training ○ Completion date changed to October, 2009 	R. Steckly	Open, Completion, Oct/09
H&S 06	Safety Program <i>(issue raised June 27, 2008)</i>	<ul style="list-style-type: none"> ○ This is a proactive way of dealing with safety issues as opposed to dealing with them in a reactive way ○ The outline sketch of the safety program was given to Cindy in which she would approach senior management ○ Meeting took place with Cindy, Darlene and Randy ○ Recommendation brought forward that states that a safety policy be prepared for GRT and to review this 		Ongoing

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		<ul style="list-style-type: none"> policy yearly ○ H&S Committee is divided on this issue, some members say it is the same as the corporate program, while other members say it is not ○ Darlene and Randy to review this at another time 	D. Wilson R. Steckly	
H&S 07	Rubber On Fare Boxes <i>(issue raised September 4, 2008)</i> Code: 3	<ul style="list-style-type: none"> ○ A reflective strip is being installed on the fare boxes by the return to work employees ○ Completion date changed to December, 2009 		Ongoing, Completion, Dec/09
H&S 08	Fumes In Annex/Shop <i>(issue raised October 8, 2008)</i>	<ul style="list-style-type: none"> ○ Testing was done ○ Randy to set up a meeting with Derek C., Mike, Sandra, and Darlene ○ Once balancing is done, an air quality/hygiene test will be done ○ Facilities was not aware that this needed to be done ○ Randy to verify that the testing to be done was discussed during the initial meeting ○ Recommendation brought forward regarding the need for the air quality/hygiene testing – this will be presented to senior management from a worker member of the Committee 	R. Steckly R. Steckly D. Wilson	Open
H&S 09	Electrical Safety Regarding Hybrid Buses <i>(issue raised October 8, 2008)</i>	<ul style="list-style-type: none"> ○ Randy showed the Committee the enhanced signs that will be put on the bus compartments to keep untrained personnel from accessing the hybrids ○ Completion date set for November, 2009 	R. Steckly	Open Completion, Nov/09
H&S 10	Lock-Out On Hybrid Buses And Lock-Out Procedures <i>(issue raised March 25, 2008)</i>	<ul style="list-style-type: none"> ○ Mechanics will have their own locks by the end of October ○ Dave Koebel working on amending the procedure ○ H&S will be given a copy of the procedure once complete ○ Completion date set for October, 2009 	R. Steckly	Ongoing Completion, Oct/09

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H&S 11	Confined Spaces Job Safety Analysis Designated Substances <i>(issue raised October 8, 2008)</i>	<ul style="list-style-type: none"> ○ Issue regarding confined spaces is considered closed ○ The 2007 asbestos report was given to Darlene ○ 2008 & 2009 asbestos update was received ○ Dave Koebel going for certification training part 1 in September ○ Waiting for confined spaces signage 	 R. Steckly R. Steckly	Open
H&S 12	“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 13	Collision Reports <i>(issue raised November 12, 2008)</i>	<ul style="list-style-type: none"> ○ Database cannot extract by location ○ The report received did not have the information that the Union was requesting ○ Worker members have requested the copies of the accident/incident report that the operator fills out ○ H&S Committee should have access to these reports, Darlene can review them on her own then bring the important items to the next H&S meeting ○ The Collision Review Committee already goes through these reports and identifies the trends ○ Recommendation brought forward regarding the need for collision information be shared by the employer in order to identify trends ○ Changes to the recommendation were discussed and once signed by both co-chairs, will be sent to senior management 	 R. Steckly D. Wilson	Open
H&S 14	Workplace Violence Group Report (Part A – Threat Risk Assessment)	<ul style="list-style-type: none"> ○ The H&S component of the report, will be shared to the H&S Committee on October 23rd ○ Complaint was brought forward to the MOL because the report has not been shared for the H&S Committee to read ○ Consensus received from the H&S Committee regarding the recommendation that it can go forward 		Ongoing

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		<ul style="list-style-type: none"> ○ but the proposal was rejected by senior management ○ GRT does not want the public to get a hold of the information ○ Suggestion from the MOL that the report be shared with the H&S co-chair to be read only with no paper copy 		
H&S 15	Workplace Violence Group Report (Part B)	<ul style="list-style-type: none"> ○ Senior management supported the workplace violence prevention program but it was asked that H&S develop a detailed work plan which includes the resources required and the timeline needed ○ Recommendation brought forward to the H&S Committee stating that it is not the H&S Committee's job to do this, which all H&S Committee members agreed to ○ The recommendation was signed by both co-chairs and will be sent to senior management 	R. Steckly D. Wilson	Open
H&S 16	Braking On Nova Buses <i>(issue raised January 16, 2009)</i>	<ul style="list-style-type: none"> ○ Nova is aware of the issue but cannot duplicate the problem ○ Phil to speak with Bendex regarding this issue 	P. Mayberry	Ongoing
H&S 17	Calling Out Bus Stops – Job Safety Analysis <i>(issue raised January 16, 2009)</i>	<ul style="list-style-type: none"> ○ The testing will be done next week ○ 12 out of the 15 operators have now gone through the bus stop announcement training 		Ongoing
H&S 18	Hazard Specific Training <i>(issue raised June, 2009)</i>	<ul style="list-style-type: none"> ○ Dave Koebel is working on the standard operating procedure (SOP) and the job safety analysis which will take into account safety ○ Randy to work with Cindy to identify hazards and develop a plan in conjunction with the SOP, meeting took place in with Randy and Cindy, another meeting to be set up for October ○ The next step in the hazard specific training is training the employees about cleaning up of blood and bodily fluids, which Dave Koebel is working on but no timeline has been set 	R. Steckly R. Steckly C. Blair	Ongoing

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H&S 19	2400 Series Lighting <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ The program from Nova was received and is being loaded ○ Completion date set for October, 2009 	R. Steckly	Ongoing, Completion, Oct, 2009
H&S 20	Caution In The Annex / New Bollards <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ A belt-strap was installed, but is not working because people are moving them ○ Another couple of bollards are needed, Randy to contact Facilities regarding this 	R. Steckly	Open
H&S 21	Operators Reaching For Destination Signs <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ A report was ran for 2008; out of 49 strain injuries, 4 were the result of reaching for the destination signs ○ For 2009; 2 out of the 24 injuries were due to reaching for the destination signs ○ Recommendation brought forward regarding hiring an ergonomist to assess when the operators are reaching for the destination signs ○ The recommendation was signed by both co-chairs and will be sent to senior management 	D. Wilson	Open
H&S 22	New Workplace Incident Report <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ Reports are not being used yet, Cindy to advise when they will start to be used 	C. Blair	Open
H&S 23	Terms Of Reference Review <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> ○ The original copy of the Terms of Reference is copied on pink paper and the revised version should have "draft" as a watermark on the pages ○ Rick to look at the section regarding the number of members on the H&S Committee, Rick to bring this information to next meeting ○ 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 	R. Lonergan	Ongoing

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		<ul style="list-style-type: none"> - 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 o Looking at putting another management member on the H&S Committee due to the number of employees there are on site 		
H&S 24	Ergonomic Request For Stockroom <i>(issue raised March, 2009)</i>	<ul style="list-style-type: none"> o The ergonomic assessment has been complete o Waiting for the changes to be implemented o Randy to review with Paul from the Stockroom 	R. Steckly	Open
H&S 25	Opening Of Back Gate <i>(issue raised April, 2009)</i>	<ul style="list-style-type: none"> o There is only one speed for the gate to close o Suggestion is to put up a sign warning the public that they might have to wait for the buses o Buses used to come in from Strasburg but operators were then advised to enter off of Chandler Drive back in 2006 o Bryan to look into the operational aspect of this issue and will advise at next meeting o Timeline set for October, 2009 	B. Tyrrell	Open
H&S 26	Fire Drills, Wardens, Plans, Alarms	<ul style="list-style-type: none"> o Darlene discussed changes made to fire plan and gave copy to Cindy o Darlene to still accompany Glen when he does the 	D. Wilson	Open

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		<p>Frederick Street is because there is always there at the security desk at Frederick Street</p> <ul style="list-style-type: none"> ○ If the emergency button is pushed and no one answers at reception at GRT, security will call the police ○ Bryan will clarify with Peter Mercado about Barber Collins security ○ The two buttons are on the same side, identifying which button is which will be taken care of 	B. Tyrrell	
H&S 28	<p>Purell Wipes At Dispatch <i>(issue raised April, 2009)</i></p>	<ul style="list-style-type: none"> ○ Purell wipes keep on running out and no one checks the stock at Highland Hills Mall and Charles Street Terminal ○ A supervisor has been asked to do monitor the wipes and to do daily checks but this does not happen ○ Recommendation brought forward regarding coming up with a schedule to regularly stock the wipes so they do not run out ○ The recommendation was signed by both co-chairs and will be sent to senior management 	S. Ianni D. Wilson	Open
H&S 29	<p>First Aid Room <i>(issue raised April, 2009)</i></p>	<ul style="list-style-type: none"> ○ There are not more than 200 employees on site at one time but there are more than 200 employees employed by GRT ○ Randy to have Walter J. contact Darlene for what supplies are needed for the 1st aid room 	R. Steckly	Open
H&S 30	<p>Welding Hazards <i>(issue raised May 26, 2009)</i></p>	<ul style="list-style-type: none"> ○ Review has taken place ○ Still waiting for fit testing to be done ○ All body-men should have a respiratory mask ○ The lung capacity test does not need to be done ○ Darlene to check about air supply respiratory systems 	D. Wilson	Open
H&S 31	<p>Review Inspection Reports and Concerns –April Inspection Report Concerns <i>(issue raised June, 2009)</i></p>	<ul style="list-style-type: none"> ○ There were a couple of concerns from the April inspection reports that were not addressed before May’s inspection took place ○ If a work order is submitted to Facilities, then GRT has to wait for Facilities to take care of it ○ Some of the items on the report, Facilities does not 		Open

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		<ul style="list-style-type: none"> ○ consider to be H&S items ○ Some items on the inspection reports are not being dealt with quick enough; <ul style="list-style-type: none"> - Code A means the situation is major and needs immediate attention - Code B means that the situation is serious and needs to be addressed within 7 days ○ Suggestion for the co-chairs to meet with Mike from Facilities regarding the GRT inspection reports ○ Randy to forward to outstanding work orders to Mike in Facilities for follow-up ○ A meeting to be set up with Paul Schnarr to address; battery storage, battery room, storage in front of sprinkler system, and ergonomics of the desk in the stockroom 	<p>R. Steckly</p> <p>R. Steckly</p>	
H&S 32	<p>Chemical Audit Needs To Be Done In Fleet <i>(issue raised June, 2009)</i></p>	<ul style="list-style-type: none"> ○ Supervisors are aware to monitor this ○ Return to work employees are taking care of this ○ Randy to verify that a chemical audit has been done ○ There were 7 items of concern during the last inspection, most dealt with problems in the paint room, most items were not in the MSDS book ○ Darlene to forward list to Randy 	<p>R. Steckly</p> <p>D. Wilson</p>	Open
H&S 33	<p>Propane Tanks That Were Stored Outside 250 Strasburg Road <i>(issue raised June, 2009)</i></p>	<ul style="list-style-type: none"> ○ The propane tank cage got painted and now the tanks are in the cages ○ Randy to get no smoking signs for this area 	R. Steckly	
H&S 34	<p>Emergency Radio Alarm Procedures Not Being Followed <i>(issue raised June, 2009)</i></p>	<ul style="list-style-type: none"> ○ There is a concern that the radio alarm procedures are not being followed ○ Some of the problems include: <ol style="list-style-type: none"> 1. dispatch is not always using the emergency channel to contact the operator 2. if dispatch does not have verbal contact with the operator and a supervisor is sent, they don't dispatch the police 3. the supervisors will meet up with the 		Open

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		<p>particular bus that triggered the alarm and will meet them at the next time point and not immediately</p> <p>4. dispatch is not following the script provided</p> <ul style="list-style-type: none"> ○ There is an expectation that police still be dispatched even though a supervisor is on the way to meet the bus ○ Karen to show Darlene the logs ○ Bryan to speak to Peter Mercado regarding working with the police to address how a supervisor and the police were having a dialogue on the emergency channel ○ GRT is looking at getting the alarm buttons changed 	B. Tyrrell	
H&S 35	<p>Emergency Radio Alarm Log Reports <i>(issue raised June, 2009)</i></p>	<ul style="list-style-type: none"> ○ It has been noted that either H&S Committee or the Violence Prevention Group should get the emergency radio alarm logs ○ The report logs will come to the H&S Committee for review then be passed onto the VPG to be dealt with, timeline is set for October, 2009 ○ This issue will be discussed at the next VPG meeting ○ Bryan to send Darlene the most up-to-date copy of the report log 	B. Tyrrell B. Tyrrell B. Tyrrell	Open
H&S 36	<p>Emergency Radio Alarm Drills <i>(issue raised June, 2009)</i></p>	<ul style="list-style-type: none"> ○ One portion of the previous drill did work but one part did not work due to the radio issue, as well, dispatch did not contact the police ○ Spectrum came in and looked at the problem with the radio ○ During quarterly testing, police will not be involved ○ It was stressed how important it is for H&S to be a part of the alarm drills ○ Bryan to notify Darlene of the next drill so a member of the H&S Committee can be present 	B. Tyrrell	Open

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H&S 37	I-xpress Coffee Holders Blocking Mirror <i>(issue raised June, 2009)</i>	<ul style="list-style-type: none"> ○ There is a problem with the coffee holders on the I-xpress 2400's, where the convex mirror is being blocked ○ Darlene to let Randy know when she finds a bus that has a convex mirror 	D. Wilson	Open
H&S 38	Bus 1st Aid Kit Procedures <i>(issue raised June, 2009)</i>	<ul style="list-style-type: none"> ○ Cindy to provide list of what the 1st aid kits on the buses should contain ○ The 1st aid kits on Mobility PLUS vehicles require different equipment than on the conventional buses ○ Mobility PLUS operators require 1st aid training whereas conventional operators do not ○ Dave to speak with Bruce regarding this ○ Darlene has a list of what the 1st aid kit is to contain which is different from the list of what is in GRT kits ○ Randy to check with what Bruce Boshart has for what the kit is to contain 	C. Blair D. Smith R. Steckly	Open
H&S 39	Carbon Monoxide Detectors Should Be Used <i>(issue raised June, 2009)</i>	<ul style="list-style-type: none"> ○ After a reported incident, Randy to buy a battery operated CO detector ○ The MOL was called in and suggested a CO detector be put on the bus after an incident is reported ○ Usually diesel releases nitrous oxide (NOx) not carbon monoxide (CO), and CO usually does not have a smell ○ Now after an incident happens when an operator gets sick from CO fumes or NOx, a detector will be put on the bus to monitor the levels 	R. Steckly R. Steckly	Open
H&S 40	Wrong Information Being Given To Operators At Smart Driver Training <i>(issue raised June, 2009)</i>	<ul style="list-style-type: none"> ○ The operators are being told if they stop at a bus stop to let passengers on and off and there is a stop sign just ahead, they do not have to stop again at the stop sign ○ This is incorrect information and the operators need to be notified of this by putting up a posting and changing the new operator training 		Open Completion, Oct, 2009

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		<ul style="list-style-type: none"> ○ Bryan to follow-up with Bruce regarding this ○ Completion date set for October, 2009 	B. Tyrrell	
H&S 41	Mobility PLUS' Lower Four Way Flasher Indicator Not Installed <i>(issue raised June, 2009)</i>	<ul style="list-style-type: none"> ○ Randy spoke to Craig from the City of Kitchener regarding the installation of the lower four way flasher indicators ○ Craig to do one first to see if it meets the requirement then will do the rest ○ The Operations Committee has an issue with this, Dan to speak with Franz 	D. Steinman	Ongoing
H&S 42	Service Attendants Not Wearing Bright Clothing Or Vests <i>(issue raised June, 2009)</i>	<ul style="list-style-type: none"> ○ Service attendants have been reminded to wear the reflective vests ○ Some of the supervisors are not wearing the vests but should be, especially if they are out in the garage for a period of time ○ Situation will be monitored 		Open
H&S 43	Passenger Comfort Guidelines Information On Buses <i>(issue raised June, 2009)</i>	<ul style="list-style-type: none"> ○ Three information boards are posted on the buses; <ol style="list-style-type: none"> 1. respect our operators – these are being installed 2. passenger comfort – wheelchair 3. passenger comfort – regarding behavior, these should be installed by September ○ These have been installed in a couple of buses ○ There are some issues with the posters, Darlene to bring up at next H&S meeting 	D. Wilson	Open
H&S 44	H&S Concern Forms Review <i>(issue raised June, 2009)</i>	<ul style="list-style-type: none"> ○ The conventional supervisors are still telling the operators that it is Fleet's responsibility to get back to them and not the conventional supervisor ○ H&S Committee has not been getting the copies of the forms 	B. Tyrrell	Open
H&S 45	Accident/Injury Forms Review <i>(issue raised June, 2009)</i>	<ul style="list-style-type: none"> ○ The corrective actions on the accident/injury forms are either being filled out incorrectly or are not being filled in at all ○ The supervisors are not always putting in their names on the forms as well 		Open

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		<ul style="list-style-type: none"> ○ Bryan to talk to the supervisors regarding the corrective actions 	B. Tyrrell	
H&S 46	250 Strasburg Garage Inspection Reports <i>(issue raised June, 2009)</i>	<ul style="list-style-type: none"> ○ Month after month the same issues are on the inspection reports ○ The immediate concern items are being ignored and not dealt with ○ There are a lot of stockroom issues, will ask Paul to address these ○ There is oil leaking on the floor, repairs need to be done but isn't ○ Randy to ask Walter about the flammable liquids that Darlene was talking about 	R. Steckly R. Steckly	Open
H&S 47	Conestoga Mall Traffic Flow <i>(issue raised June, 2009)</i>	<ul style="list-style-type: none"> ○ There is a meeting to be set up in the near future with members of the Operations Committee and Conestoga Mall ○ Overhead signs are very expensive ○ Bryan to send Darlene a copy of the e-mail from Cheryl regarding the updates 	B. Tyrrell	Open
H&S 48	Asbestos Work In Fleet <i>(issue raised June, 2009)</i>	<ul style="list-style-type: none"> ○ Labour members of the H&S Committee believe that the MOL should have been notified as well as the H&S Committee but were not ○ MOL suggested asbestos training which is set up by Corporate H&S ○ CAW has an option to have the choice of trainers to come in – Workers Centre ○ Bryan to contact Corporate H&S regarding the training and will e-mail the response to Darlene ○ There was asbestos work that was done in Fleet ○ There are certain precautions that need to be followed and were not ○ Cindy has information that there is no requirement for precautions to be taken, Randy would like to see the information before moving ahead on this issue 	B. Tyrrell	Open

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H&S 49	Bus Stops On Route 21 <i>(issue raised June, 2009)</i>	<ul style="list-style-type: none"> ○ Concern that there are 2 bus stops on the highway to Elmira ○ Stopping issues as well as braking issues are the issues ○ Trying to get these bus stops changed ○ Status changed to ongoing 	B. Tyrrell	Ongoing
H&S 50	Buses Deployed For Training <i>(issue raised June, 2009)</i>	<ul style="list-style-type: none"> ○ Nova buses will be put on the routes where an operator is training another operator, this will give the operator a chance to sit down ○ Next training of new operators takes place in November, Bryan to wait until training starts before he speaks with dispatch 	B. Tyrrell	Open
H&S 51	Mobility PLUS Evacuation Alarm <i>(issue raised June, 2009)</i>	<ul style="list-style-type: none"> ○ The evacuation alarm in the dispatch office is too loud and the dispatchers cannot hear the person on the other end of the phone ○ Dave to look into this 	D. Smith	Open
H&S 52	Washroom Facilities For Operators <i>(issue raised June, 2009)</i>	<ul style="list-style-type: none"> ○ There are a lack of washroom facilities on routes 4/18 ○ GRT is hoping to built a facility at Conestoga Mall in the future but in the meantime there is no place to go ○ What is a reasonable time for an operator to wait to use the washroom facilities? Some members of the Committee felt it's too long to wait an hour, Bryan to look into this 	B. Tyrrell	Open
H&S 53	Frosted Glass By Back Door On 2300's in KWSA <i>(issue raised June, 2009)</i>	<ul style="list-style-type: none"> ○ The frosted glass by the back door on the 2300 is a hazard because the visibility is poor and operators cannot see if anyone is sitting behind it ○ The buses in CSA do not have them ○ Randy to look at what was done in CSA 	R. Steckly	Open
H&S 54	Security At Highland Hills Mall & Forest Glen Plaza <i>(issue raised June, 2009)</i>	<ul style="list-style-type: none"> ○ The security guards at Highland Hills Mall and Forest Glen Plaza are staying in their vehicles ○ This was addressed at the VPG ○ Bryan to give Peter Mercado the information that was provided about HHM on September 16th 	B. Tyrrell	Open

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2.0 Agenda				
2.1	H&S Concern Forms Review	<ul style="list-style-type: none"> ○ These were both read and discussed by the H&S Committee 		
2.2	Accident/Injury Forms Review	<ul style="list-style-type: none"> ○ These were both read and discussed by the H&S Committee ○ Brought up that on a couple of forms, “no stops taken to prevent occurrence” was filled out on the form 		
2.3	MSDS Sheets	<ul style="list-style-type: none"> ○ There were no new MSDS sheets for the Committee to review 		
2.4	Ergonomic Fitting For Tall Operators On 9200's <i>(issue raised September, 2009)</i>	<ul style="list-style-type: none"> ○ There have been several complaints from operators for the 9200 buses where some do not fit behind the seat and the supervisors are not changing off these buses ○ Ergonomic testing should be done on the 9200's ○ Randy to check to see if an ergonomic test was ever done on these buses 	R. Steckly	Open
2.5	Filing Cabinet For Worker Members Of The H&S Committee <i>(issue raised September, 2009)</i>	<ul style="list-style-type: none"> ○ A request has been submitted to Eric regarding a filing cabinet for the worker members of the H&S Committee ○ It has been agreed but management members should have access to the cabinet, although Randy and Bryan do not want keys ○ Suggestion to put the filing cabinet in the hallway where the lockers are between fleet and the lunch room 		Open
2.6	Pod Lights To Come On Earlier At Forest Glen Plaza <i>(issue raised September, 2009)</i>	<ul style="list-style-type: none"> ○ Bryan to look into having the pod lights to come on earlier at Forest Glen Plaza 	B. Tyrrell	Open
2.7	Updated OHSA For Workplace And H&S Worker Members <i>(issue raised September, 2009)</i>	<ul style="list-style-type: none"> ○ Updated green OHSA are needed for the workplace that are posted – 6 are needed ○ Updated green OHSA are needed for the worker members of the H&S Committee – 10 are needed 		Open

Item #	Issue	Actions to be taken	Assigned To	Status
		<ul style="list-style-type: none"> ○ Randy to contact Cindy regarding ordering these 	R. Steckly	
2.8	Policy Implemented For Operators To Not Be Responsible For Fares <i>(issue raised September, 2009)</i>	<ul style="list-style-type: none"> ○ Discussion was started, will continue at next H&S meeting 		
2.9	Timed Lights In Annex <i>(issue raised September, 2009)</i>	<ul style="list-style-type: none"> ○ There were 2 concerns regarding the timed lights in the annex last month ○ The current schedule was sent to a Fleet supervisor to work on the lighting schedule 		Open
3.0 New Business				
3.1	Mold Concern On Bus 2201 <i>(issue raised September, 2009)</i>	<ul style="list-style-type: none"> ○ On bus number 2201 there was a strong mold smell so the air conditioner had to be turned off for the entire shift ○ Randy to have the HVAC people to look into this 	R. Steckly	Open
3.2	Asbestos Contamination <i>(issue raised September, 2009)</i>	<ul style="list-style-type: none"> ○ It has been suggested that any employee that worked the day the asbestos was worked on should fill out an HR18 report – just incase of future health issues ○ MOL narrative that there was friable asbestos in the air ○ Randy to review this before a notice is posted 	R. Steckly	Open
3.3	Mobility Noise Testing <i>(issue raised September, 2009)</i>	<ul style="list-style-type: none"> ○ Mobility PLUS vehicles 1901 & 1921 that were tested were over the acceptable limit for noise ○ Should look at pulling the vehicle out of service until some engineering controls are put into place ○ There is an issue with vehicle 1902 with the vehicle being very bumpy ○ Unsure if the vehicle has been written up or has been checked, Darlene will e-mail information about the vehicle to Randy then he will contact City of Kitchener 	D. Wilson R. Steckly	Open
3.4	New Parts Washer Vent Needed <i>(issue raised September, 2009)</i>	<ul style="list-style-type: none"> ○ A new vent on top of the new parts washer by the degreasing room is needed 		Open

Item #	Issue	Actions to be taken	Assigned To	Status
		<ul style="list-style-type: none"> ○ Is this a confined space? Randy to check with Cindy 	R. Steckly	
3.5	Hoist Taken Out Of Service <i>(issue raised September, 2009)</i>	<ul style="list-style-type: none"> ○ There was a hoist that was taken out of service by the contractor but then it was put back into service then the next day it was lock out of service ○ A H&S Committee member should be notified when Facilities, for safety reasons, puts something out of service in the fleet area ○ Randy to check out to see exactly what happened 	R. Steckly	Open
3.6	Bus Recalls <i>(issue raised September, 2009)</i>	<ul style="list-style-type: none"> ○ When management receives information about bus recalls, this information is forwarded to the supervisors but not the employees, which is putting the operators and passengers at risk ○ Members of the H&S Committee should also be made aware of this ○ Randy to ask the supervisors to post the notices regarding recalls when they receive that information 	R. Steckly	Open
3.7	Battery Compartment In Mobility PLUS Vehicles <i>(issue raised September, 2009)</i>	<ul style="list-style-type: none"> ○ Recently on a Mobility PLUS vehicle the battery compartment kept on sliding out, a Mobility PLUS supervisor informed the operator to get a crow bar and jam it into the battery compartment to fix the issue ○ Bryan to take care of this issue 	B. Tyrrell	Open

Next Meeting:

Thursday, October 15, 2009

Grand River Transit Meeting Room A

250 Strasburg Road, Kitchener

1:00 PM

Meeting Adjourned:

4:25 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
<p>Eye-Wash Station <i>(issue raised November 12, 2008)</i> <i>(issue closed June 30, 2009)</i></p>	<ul style="list-style-type: none"> ○ Eye-wash station is now okay
<p>Emergency Chemical Response Plan <i>(issue raised January 16, 2009)</i> <i>(issue closed June 30, 2009)</i></p>	<ul style="list-style-type: none"> ○ The information has been reviewed
<p>Recaro Seats Maintenance <i>(issue raised March, 2009)</i> <i>(issue closed June 30, 2009)</i></p>	<ul style="list-style-type: none"> ○ All information from Recaro was received
<p>Timed Lights In The Annex <i>(issue raised March, 2009)</i> <i>(issue closed June 30, 2009)</i></p>	<ul style="list-style-type: none"> ○ This may be more of a problem with the time change in the winter ○ Will close this issue and re-address it if it becomes a problem again
<p>Accident/Injury Reports Being Filled Out Incorrectly <i>(issue raised April, 2009)</i> <i>(issue closed June 30, 2009)</i></p>	<ul style="list-style-type: none"> ○ Supervisor was approached and explained the correct way to fill out the form
<p>Handles On Annex Doors <i>(issue raised April, 2009)</i> <i>(issue closed June 30, 2009)</i></p>	<ul style="list-style-type: none"> ○ Handles have been installed
<p>Issue With H&S Concern Forms <i>(issue raised April, 2009)</i> <i>(issue closed June 30, 2009)</i></p>	<ul style="list-style-type: none"> ○ Karen found a previous e-mail that was sent to the supervisors reminding them of the H&S Concern form process and that if they can't complete it, they are to let the operator know and should pass on to someone within the same department
<p>Carts Transported On Mobility PLUS Vehicles <i>(issue raised April, 2009)</i> <i>(issue closed June 30, 2009)</i></p>	<ul style="list-style-type: none"> ○ Dave has reminded Mobility PLUS operators about the policy
<p>Updating Posted Notices Binder <i>(issue raised April, 2009)</i> <i>(issue closed June 30, 2009)</i></p>	<ul style="list-style-type: none"> ○ Binders have been updated and system is now in place ○ John Livingston from CSA H&S Committee received a binder ○

<p>How Preventative Measures Are Filled Out On Accident/Injury Forms <i>(issue raised June, 2009)</i> <i>(issue closed June 30, 2009)</i></p>	<ul style="list-style-type: none"> ○ There are concerns on how the preventative measures are being filled out on the accident/injury forms ○ Corrective actions section is included on the new Workplace Incident Report but does not have the part regarding re-instruction of staff or perform workplace inspection
<p>Corporate H&S Update – Confined Space Entry & Restricted Space Entry Draft Policies <i>(issue raised June, 2009)</i> <i>(issue closed June 30, 2009)</i></p>	<ul style="list-style-type: none"> ○ Draft policies for Confined Space Entry and Restricted Space Entry were distributed to the H&S Committee members ○ H&S Committee were asked to review the policies and get back to Cindy by the end of July with any changes/comments ○ Cindy gave the co-chairs a copy of the confined space program ○ Most confined spaces will have signs
<p>Air Release Handles <i>(issue raised June, 2009)</i> <i>(issue closed September, 2009)</i></p>	<ul style="list-style-type: none"> ○ The modifications with the air brake handles are complete
<p>Bike Rack Work Refusal <i>(issue raised June 26 , 2007)</i> <i>(issue closed September, 2009)</i></p>	<ul style="list-style-type: none"> ○ H&S did everything they could to solve this issue but it still remains unresolved ○ Management to speak with the operator to close this issue
<p>Error On Easy Go System <i>(issue raised March, 2009)</i> <i>(issue closed September, 2009)</i></p>	<ul style="list-style-type: none"> ○ Karen was waiting for a response from Sandy Roberts regarding on the accuracy of the Easy-Go system, Bryan to follow-up ○ No incident report was found where the operator was hassled about the wrong information on the Easy- Go system
<p>Communication With Police Not Forwarded To Mobility PLUS <i>(issue raised June, 2009)</i> <i>(issue closed September, 2009)</i></p>	<ul style="list-style-type: none"> ○ The information when the police will call GRT with regards to problems to watch out for – accidents or road closures will get passed onto Mobility PLUS
<p>Parking Lot Signs <i>(issue raised March, 2009)</i> <i>(issue closed September, 2009)</i></p>	<ul style="list-style-type: none"> ○ No Left Turn sign was put up but then was taken down ○ There is enough room for 2 buses to pass
<p>Sign/Mirror Needed On Ring Road <i>(issue raised June, 2009)</i> <i>(issue closed September, 2009)</i></p>	<ul style="list-style-type: none"> ○ Mirror on the ring road by the southwest corner – the end of 8B should be there

<p>Re-Organizing Of H&S Minutes <i>(issue raised June, 2009)</i> <i>(issue closed September, 2009)</i></p>	<ul style="list-style-type: none"> ○ Suggestions to re-organizing the H&S minutes include; instead of addressing all of the items where the status is ongoing, ask H&S members to advise the Committee if there are any new updates – there was not a consensus on this idea at this time, <i>Angela checked and no tape can be used without authorization from Heather Larmour</i>
<p>Multi-Site Workplace Inspections <i>(issue raised June, 2009)</i> <i>(issue closed September, 2009)</i></p>	<ul style="list-style-type: none"> ○ Currently Darlene inspects the other terminal areas where operators work out of eg: Forest Glen Plaza and Fairview Mall ○ Supervisors should be inspecting these areas ○ It is believed that we are not a multi-site workplace
<p>Workload For Mobility PLUS <i>(issue raised June, 2009)</i> <i>(issue closed September, 2009)</i></p>	<ul style="list-style-type: none"> ○ Some Mobility PLUS operators want 10 ½ hour shifts and some do not ○ GRT is complying with the law regarding the length of the shifts and amount of breaks ○ This really is not a H&S issue and should not be at this Committee, it should be brought to Dave Smith and Glen Hughes of the Scheduling Committee
<p>Daylight Headlights In Newer Mobility PLUS Vehicles <i>(issue raised June, 2009)</i> <i>(issue closed September, 2009)</i></p>	<ul style="list-style-type: none"> ○ The daylight headlights do not come back on after the parking brake is released on the newer Mobility PLUS vehicles ○ This is a defect and the controller is programmable and is a warranty issue
<p>Smoking On Terminal Platforms <i>(issue raised June, 2009)</i> <i>(issue closed September, 2009)</i></p>	<ul style="list-style-type: none"> ○ There is a H&S concern when people are smoking on the platforms by the buses and the operators have to walk through the smoke to get to their bus ○ Notices went out September 1st and this is being monitored more closely



MINUTES DISTRIBUTION

Eric Gillespie	Director Transit Services
Peter Zinck	Assistant Director Transit Services
John Cicuttin	Manager Transit Development, 5 th Floor, 150 Frederick
Bryan Tyrrell	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

Union Website c/o e-mail to Rick Lonergan

Dennis Meyer - City of Kitchener dennis.meyer@city.kitchener.on.ca

Mike Born - City of Kitchener mike.born@city.kitchener.on.ca

Kitchener Terminal	Posting Board
Fleet	Posting Board
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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
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Cindy Blair	Corporate Health & Safety, Human Resources
Michael McMullen	Facilities Operations, 6 th Fl, 150 Frederick
Blair Allen	Principal Planner, Transit Development

Kitchener Terminal	Posting Board
Fleet	Posting Board
GRT	Posting Board

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