

Beautiful Plains School Division

Box 700 NEEPAWA, MB R0J 1H0

Tel: (204) 476-2388

Workplace Safety & Health Committee Meeting

Tuesday, December 6, 2011 at 1:30 p.m.
Division Office

Employer Members	Occupation	Attendance
Ray Kulbacki	Trustee	P
Garth Hunter	Trustee	P
Gord Olmstead	Secretary-Treasurer	P
Jason Young	Superintendent	P
Mark Hutton	Maintenance Supervisor	P
Employee Members	Occupation	Attendance
Gary Salmon	Carberry Collegiate	P
Bruce Duguay	R. J. Waugh	P
Denise Selewich	Small Schools	P
John McKee	Bus Garage	P
Randy Miller	Neepawa Collegiate	P
Heath Murray	Hazel M. Kellington	P
Claudette Christison	BPTA Rep	P

The meeting was called to order at 1:30 p.m. with Garth Hunter as chair.

1. The agenda was approved as circulated.
2. Review of Previous Meeting Minutes – September 27, 2011

Moved by M. Hutton and seconded by G. Salmon that the minutes of the September 27, 2011 meeting be approved. **Carried**

3. MTS/MSBA Training Session

Claudette provided a written report on her attendance at the October 3, 2011 workshop. She noted that schools with more than 20 employees are to be inspected four times per year prior to the upcoming Workplace Safety Meeting. These inspections are to be completed by the school administrator and workplace representative. Gord Olmstead explained that inspection forms (check lists) which are completed by "deemed area supervisors" act as these inspections. Workplace Safety has reviewed the Division's Workplace Safety Policy and this was not flagged.

4. Review of Safety Checklists and Inspection Forms
 - i) Division Office – need for WHMIS and Workplace meeting
 - ii) Bus Garage & Bus Drivers - No issues
 - iii) Hazel M. Kellington School - No issues
 - iv) R. J. Waugh School - No issues

- v) Carberry Collegiate – Gymnasium mat repair is required and a slip and fall accident was recorded.
- vi) Neepawa Collegiate – Maximum chemical inventory is being worked on.
- vii) Small Schools and Colonies – Riverbend and J. M. Young chemical inventories to be completed. Checklist for two schools not received. Denise to follow up.

5. Accident Incident Reports

There were sixteen student accidents (mostly playground related) and one employee accident (slipped and fell on ice) reported since the last Workplace Safety and Health meeting.

6. Regional MTS Meeting

Claudette Christison reported on a recent meeting. The purpose of the meeting was to check on Division policy as it relates to legislation and review workplace inspection practices. The new violence legislation requires new division policy. Jason Young noted that new Workplace Safety Legislation contravenes the FIPPA legislation on privacy. Representatives from MSBA and MTS and the Government are meeting in December to develop some reasonable guidelines. The Division will develop a draft policy once this information is circulated.

The Division will be applying for a variance in March 2012 to allow the Division to operate with a single Workplace Safety Committee. The Division will be investigating what documents need to be submitted with the variance application. The committee will consider a resolution in support of the variance at the next meeting.

7. Colony School Repairs and Renovations

Jason reported on air testing and a ventilation review at one of our colonies. The Division is meeting with the colony to resolve some ventilation issues. Other Colony Schools have completed or still have some renovation in progress.

8. Date for next meeting is Tuesday, March 6, 2011 at 1:30 p.m.

Meeting adjourned at 2:00 p.m.

Employees are reminded that if any unsafe conditions are found, it should be reported to the Principal or Supervisor immediately.

If you have reported this to your principal/supervisor and feel that the issue has not been satisfactorily resolved, please feel free to contact your employee representative or contact appropriate Division Office personnel.



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