

**MISSISSAUGA TRANSIT
JOINT HEALTH & SAFETY COMMITTEE MEETING
CENTRAL PARKWAY**

Wednesday, April 21st, 2010
10:00 a.m., Maintenance Boardroom, CPY

Members: R. Lake, Co-Chairperson, R. Stratton, S. Shamahamad, M. Parial-Sgambelluri, J. Jackson, T. Gigante, P. Rego, J. McKee - Recorder
Regrets: B. MacMillan, L. Mazuryk, A. Hosein
Guests: Sandra Haywood, Tasneem Merchant, George Medeiros, Henry Bekker

Employees are reminded to speak to their Supervisor first about a health and safety concern. If corrective action is not taken, then the employee is to report matter to their Health and Safety representative.

1. ADOPTION OF PREVIOUS MINUTES

The March 17th minutes were approved as written.

2. Agenda Items:

a) Peer Support Program:

- The Health and Safety Specialist dropped into the Committee this month along with an HR Consultant and Transit Operator to review the SPI for a pilot project that is in its final stages "*Transit Peer Crisis Support Team (TPCST)*". The Transit Operator is one of two co-chairs for the Peer Support Team and the HR representative is the other chair for the committee.
- A draft copy of the SPI was distributed to Committee members. The Peer Support Team project was initiated from the Safety Committee. At the onset of this project volunteers from Transit were requested to join this team which provides support to Operators who have experienced a critical or traumatic incident within the workplace.
- A two-day workshop conducted by a trauma expert from Shepel FGI was held to provide training to the selected volunteers (Transit Operators and Supervisors). Two follow up practical workshops were also held for additional training.
- The SPI describes the process used when a critical incident occurs. A trauma or critical incident is defined as an extraordinary event or series of events which is sudden, overwhelming and often dangerous, either to one's self or significant others. For example, the crisis may be a serious vehicle accident involving a pedestrian, the death of a colleague, a vehicle accident involving injuries, an assault or violence.
- This program is very strict regarding maintaining confidentiality, and this is vital to the success of the Peer Crisis Support Program.
- To be a team member you must have completed the specialized training.
- It is expected this program will go live in the next couple of months and will be communicated through pamphlets and/or posters.
- The Peer Program is currently a pilot project for Operators in Transit only; however, EAP trauma counsellors are always available for other departments if the need arises.
- This program operates Supervisor/Supervisor and Operator to Operator.
- Worker Co-Chair stated this Peer Support Program was a huge undertaking and took a great amount of hard work and dedication; everyone involved should be commended.

b) Parking Lot Lines

- Maintenance Worker Rep. had a concern with lines in the parking lot.

ACTION: Management Co-Chair has spoken to the Transit Facilities Project Leader to have the Works Department come and repaint the lines.

c) Gas Detection System

- Management Co-Chair explained to the Committee how the new gas detection system works; new gas detection signs will be posted at all sensors with an explanation on how they operate.

d) Health and Safety Progress Report

- Health and Safety Specialist gave an overview of the Health and Safety Progress Report (October-December 2009) and highlighted the fact that it was divided into three sections:

- Health and Safety Program and Initiatives
- Health and Safety Issues Addressed and Accomplishments Made
- Health and Safety Education, Training and Communication

ACTION: Health and Safety Specialist will follow up with the Transit Facilities Project Leader next month regarding the lead that was used in the paint in the old garage.

e) Parking Change-Off Cars at Clarkson

- A memo was distributed on March 25th advising staff that GO Transit is no longer allowing Transit personnel to bring our cars in for change-offs at the Clarkson GO Terminal; no solution to implement another procedure was given.

ACTION: Management Co-Chair suggested Worker Co-Chair address this issue with Superintendent of Transit Operations or Acting Superintendent of Operational Support and follow up next month.

f) Redirect Traffic in Front of New Garage:

- Maintenance Worker Rep. would like to go back to the original way traffic was directed and would like to directional arrows covered up.

ACTION: Management Co-Chair will follow up.

g) Drivers Compartment Heater:

- Worker Co-Chair reported drivers are complaining about the drivers' compartment heaters and asked if there is a system check or switch to ensure they are shut off. The Maintenance Worker Rep. stated there is a valve next to the heater located behind the seat; the Flyers have a sticker on the dash and are checked annually in the fall and spring. Due to shift work, drivers in the early morning are turning the heaters on because its cold and then the driver on the next shift turns them off because their shift is warmer.

h) Old Storage Area Laneways (Painted Lines):

- Traffic bay lines require repainting.

ACTION: Maintenance Worker Rep. spoke with Management Co-Chair and it will be rectified within the next couple of weeks.

i) Placement of Cup Holders 05's:

- Worker Co-Chair is getting repetitive complaints why there is not a consistent policy for cup holders.

ACTION: Management Co-Chair replied when all buses come in, the Health and Safety Committee and the Union review the placement as a group to determine the best position to place them and is agreed upon by all parties.

j) New Repair Garage (Housekeeping)

- It has been brought to our attention that garbage in the form of old parts, scrap metal and other refuse has increased around the shop area.

ACTION: Management Co-Chair responded by stating he has informed his staff; Superintendent of Transit Maintenance posted a memo on April 15th informing staff to keep there workplace a clean and safe environment.

k) CX Washroom:

- Worker Co-chair stated the CX Men's Washroom still has a lingering unpleasant odour emanating from the washroom. Maintenance Worker Rep. spoke to the Supervisor of Service Contracts and he told him the fans in the CX washrooms are on timers; they work during peak hours and off during non-peak hours.

ACTION: Management Co-Chair will follow up to make sure his staff are running the showers on a regular basis and will contact Facilities about the timing of the exhaust fans.

l) Hoist – Maintenance Log Books

- Maintenance Worker Rep. stated the staff who are inspecting the hoists are not signing the maintenance log books.

ACTION: Management Co-Chair will address this issue.

m) Post 'Bike Rack' Exemption

- Worker Co-Chair stated to date we have not received a copy of the bike rack exemption; the union board has a copy and drivers are asking a copy be posted. The bike rack exemption is taking the responsibility away from the driver and putting it in the hands of the pedestrian.

ACTION: Worker Co-Chair will follow up with Superintendent of Transit Operations to have a copy posted.

n) Drivers Seat Tilt (Missing on Unit 512)

- Worker Co-Chair questioned if this was a standard requirement because Unit 512 does not have a seat tilt. Maintenance Worker Rep reported all buses have tilts and lumbar.

ACTION: Management Co-Chair suggested he write up Unit 512 if the seat tilt lever is missing.

3. SUMMARY OF RECOMMENDATIONS

None.

4. WHMIS Update

- WHMIS binders have been issued. Maintenance Worker Rep. suggested they want to be notified of new materials/MSDS sheets before the material is used and the monthly meeting is held.

5. TRAINING

- Held Fire Alarm System training on March 31.
- Presto Card safety procedure training was held in Bay 7 with six contract employees.
- Health and Safety Wellness Fair was held on Tuesday, March 30 in the Great Hall at the Civic Centre.
- National Day of Mourning is to be held on Wednesday, April 28th in the Great Hall at 2:00 p.m.

6. WSIB (Workplace Safety Insurance Board) Summary

- There were a total of 19 reports in March 2010 which included; 6 lost times, 5 medical aids, 4 incidents, 4 injuries; 17 of the 19 accidents are from CPY - 6 lost times, 5 medical aids, 3 incidents (no injury), 3 injuries.

-The most frequent accident types this month were Slip/Fall (4), Inhalation /Exposure to (4), Vehicle Accident (3), Overexertion Strain/Twist (2) and Post Traumatic Stress (2).

- Under the Causes heading the two main headings were Unsafe Conditions (9) and Failure of Equipment (5).

- Worker Co-Chair questioned why the Location and Time for Assault columns was not filled in on the 2010 Reported Incidents/Accidents because we were going to start tracking these.

ACTION: Health and Safety Specialist will speak to his colleague and report back next month.

7. MSDS Review

- Last week we had an additional MSDS sheet for Biovap (gum remover); this product is on trial for testing.

8. ITEMS CARRIED FORWARD (see attached Items Carried Forward list)

9. WORKPLACE INSPECTIONS

Terminal inspections need to be conducted two weeks prior to the meeting date and forwarded to the Committee in time for the scheduled meeting.

Central Parkway

LOCATION	HAZARD OBSERVED	ACTION
CP Storage Doors 8 and 16 (Outside)	Lights Out	Replace
CPX Garage Door 39 (Outside)	Lights Out	Replace
Wash Bay South Wall (Outside)	Lights Out	Ballast Replace
Building and Route Roll-Up Door (Outside)	Lights Out	Replace
Report Office CPX	Replace First Aid Kit	Replace
Wash and Interior Bays	Lights Out	Ballast Replace
CPX Storage	Lights Out	Replace
Pits CPX Garage	Clean Lights and Shades	Clean
CPX Stock Room	Lights Out	Replace
Rebuild Shop	Replace Garbage Bins	Replace
Mechanical Room	Bird Droppings	Clean
Mechanic Change Room	Eyewash Station	Clean
Body Shop Paint and Prep	Lights Out	Replace – Clean
Body Shop Fire Bottle	Not Done	Check

Terminal Inspections Report

LOCATION	HAZARD OBSERVED	ACTION
Subway	Light Covers	Install
Subway	Mouse Traps	Install
Meadowvale	Pot Hole Entrance	Repair
Meadowvale	Pot Hole #27 Stop	Repair
Square One Booth	Tarp	Remove
LOCATION	HAZARD OBSERVED	

		ACTION
Square One Booth	Pot Light	Replace Bulb
Square One Booth	Air Vent	Install Deflector
Square One Booth	Repaint raised sidewalk	Paint
Square One Washrooms	Ceiling Tiles	Replace

3484 Semenyk Court

LOCATION	HAZARD OBSERVED	ACTION
Nothing to Report		

10. VEHICLE ACCIDENT SUMMARY – March 2010

Accidents	Onboards	Incidents	Internals	Shelters	Total	Non Preventable Accidents	Preventable Accidents
29	8	39	8	0	84	22	5

11. HAZARD INFORMATION REPORTS

None.

12. NEW BUSINESS

A) CCTT Fire Plan: Supervisor of Transit Customer Service requested an update on the Fire Safety Plan. The Health and Safety Specialist stated that he received an email from the Transit Facilities Project Leader. He contacted the Manager of Operations asking him to provide an account number for CCTT and Malton.

B) Scheduling Meetings to Set Agenda: Worker Co-Chair would like to schedule time with the Management Co-Chair on a monthly basis to review agenda items.
ACTION: Management Co-Chair will block time off in his calendar to meet once a month, after Worker Co-Chair meets with the Union Co-Chairs to discuss agenda items for JHSC monthly meetings.

C) Notices on Doors: Worker Co-Chair would like an email sent out to Supervisors advising staff not to post notices on doors.
ACTION: Management Co-Chair will send an email to the Management side while Worker Co-Chair will follow up with union members.

D) Square One Washroom: Worker Co-Chair requested we follow up with the Acting Manager of Service Development who joined the Committee on September 16th and spoke about requesting a Health and Safety Committee member to assist with the planning during the construction. To date, nobody has requested a member to sit on these construction planning meetings.
ACTION: Management Co-Chair requested this item be put on next month's agenda. Worker Co-Chair will follow up with the Acting Manager of Service Development.

E) Position of iBus Emergency Button: Worker Operator has a major concern with the new placement of the emergency button that was changed due to the implementation of the iBus. When the Operator attended iBus training, he was told that the green raised button *would not* change; today while driving he noticed the button is black and completely flat which blends into the panel making it extremely difficult to locate in an emergency.

- The Engineering Technologist joined the meeting and explained to the Committee if the button was not changed we would have had three buttons to perform one task.

ACTION: Engineering Technologist will send an email to the Technical Business Analyst and the Project Leader and a memo will be sent immediately notifying Operators of the change.

- Management Co-Chair wanted this item up on next month's agenda.

- Worker Operator will follow up with the Operations Supervisor.

F) Lighting on Presto Box: Worker Rep. reported the glare off the Presto Box is too bright. The Engineering Technologist reported the Technical Business Analyst is producing a label to place over the screen to reduce the glare. Once the Presto box is fully functional, Operators will have the ability to set the brightness on it.

G) Sensors on Doors: Maintenance Worker Rep. reported door sensors are not in uniform, for example Bays 30-49 located at CPX.

ACTION: Management Co-Chair will follow-up with Facilities and Property Management.

13. ADJOURNMENT

Meeting adjourned at 12:00 pm.

**Next Meeting: Health and Safety Meeting
Wednesday, May 19, 2010 at 10:00 a.m.
Location: Maintenance Boardroom, Bldg 'C'**

A.T.U. Local 1572 Signature

Date

Transit Department Signature

Date