

Beautiful Plains School Division

Box 700 NEPPAWA, MB R0J 1H0 Tel: (204) 476-2388

Workplace Safety & Health Committee Meeting

Tuesday, June 4, 2024 at 1:15 p.m.
ZOOM MEETING

Employer Members	Occupation	Attendance
Richard Manns	Trustee	A
Garth Hunter	Trustee	P
Shannon Bayes	Secretary-Treasurer	P
Jason Young	Superintendent	P
Krista Reynolds	Assistant Superintendent	P
Employee Members	Occupation	Attendance
Tyler Stewart	Maintenance Supervisor	P
Gary Salmon	Carberry Collegiate	P
Susan Barteaux	R. J. Waugh	P
Leah Bryant	Small Schools	P
Chris Flood	Bus Garage	P
Rhonda Dickenson	Neepawa Collegiate	P
Denise Selewich	Neepawa Middle School	A
(Salvador Vicedo attended in place of)		
Heath Murray	Hazel M. Kellington	P
Kerry Turner	BPTA Rep	P

The meeting was called to order at 1:22 p.m. with Susan Barteaux as chair.

1. The agenda was approved as circulated.

Moved by G. Salmon and seconded by R. Dickenson that the agenda be approved. **Carried**

2. Review of Previous Meeting Minutes – March 5, 2024

Moved by H. Murray and seconded by S. Vicedo that the minutes of the March 5, 2024 meeting be approved. **Carried**

3. Review of Safety Checklists and Inspection Forms

- i) Division Office – List of staff with current first aid training needs to be posted.

- ii) Bus Garage & Bus Drivers – Working on maximum chemical inventory list.

- iii) Hazel M. Kellington School – Nothing to report.

- iv) R. J. Waugh School – Nothing to report.

- v) Carberry Collegiate - Tornado drill completed and four new staff had first aid training.

- vi) Neepawa Collegiate — Life skills & woodshop chemical inventory is being worked on, safety zones will be painted in metal shop, two fire extinguishers need to be refilled/recharged and list of staff with current first aid training needs to be updated.

- vii) Neepawa Middle School – Emergency response plan information needs to be updated and sent to Division Office, updating maximum chemical inventory as some chemicals are being disposed of.
 - viii) Small Schools and Colonies – Riverbend still working on fire extinguisher inspections.
4. Accident Incident Report –
There were 33 student accident incident reports and 2 non-student accident incident reports since the last Workplace Safety and Health meeting. Workers Compensation reported 2 injuries.
 5. No violent incidents were reported.
 6. WS&H Membership – Employee representatives for Carberry Collegiate, Hazel M Kellington School, and the Bus Garage need to be selected again at a general meeting of all staff in the facility in the Fall of 2024. Committee structure and selection of representatives is outlined in Policy H. Inform the Division Office of who these representatives are once they have been Elected.
 7. Social Media Challenges – There have been multiple media sources that have published articles regarding a recent social media challenge involving our Division. The Division can't speak to the details as this issue is in court currently.
 8. Variance Approval – Our application for one WS&H committee has been granted. The terms of the order are that the employer needs to comply at all times with the conditions in the order and must have the documentation available to all workplaces (available at the Division Office if needed).
 9. Maximum Chemical Inventory Lists – discussed this process and how staff changes have impacted the ability for some schools to provide these lists. As we get closer to the end of the school year, we are hopeful these lists are completed. In September, all schools/locations will need to provide these lists for the 2024 – 25 school year.
 10. Date for next meeting is **Tuesday, September 17, 2024** at 1:30 p.m. in person at the Division Office.

Employer Group to chair September meeting

Meeting adjourned at 1:38 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.