Beautiful Plains School Division

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

Workplace Safety & Health Committee Meeting

Tuesday, June 7, 2022 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	**A**
Employee Members	**Occupation**	**Attendance**
Tyler Stewart	Maintenance Supervisor	**A**
Gary Salmon	Carberry Collegiate	**A**
Bruce Duguay	R. J. Waugh	**A**
Patricia James	Small Schools	**P**
Chris Flood	Bus Garage	**P**
Robert Wahoski	Neepawa Collegiate	**P**
Denise Selewich	Neepawa Middle School	**P**
Salvador Vicedo	Hazel M. Kellington	**P**
Kerry Turner	BPTA Rep	**P**

The meeting was called to order at 1:19 p.m. with Chris Flood as chair.

1. The agenda was approved as circulated.

   Moved by G. Hunter and seconded by K. Turner that the agenda be approved. ***Carried***

2. Review of Previous Meeting Minutes – March 8, 2022

   Moved by G. Hunter and seconded by D. Selewich that the minutes of the March 8, 2022 meeting be approved. ***Carried***

3. Review of Safety Checklists and Inspection Forms

   i) Division Office – Annual workplace inspection needs to be completed and some supplies are needed for the first aid kit.

   ii) Bus Garage & Bus Drivers – Nothing to report. Route drivers started bus evacuation drills this week and will be completed by end of June.

   iii) Hazel M. Kellington School – Crash mat needs repair and part of the gym continues to be used for storage.

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

   v) Carberry Collegiate – Nothing to report.

vi) Neepawa Collegiate – Emergency response and lock down information to substitutes needs to be completed. Eyewash station in woodshop with low water pressure needs to be looked at. Safety drills not performed but students have been instructed on protocols. Portable heater in use.

vii) Neepawa Middle School – Safety drills not performed but students have been instructed on protocols.

viii) Small Schools and Colonies – Fairway requires a copy of playing safe guideline book. J. M. Young bus evacuation is scheduled for next week. Acadia has not submitted quarterly checklist.

4. Accident Incident Report -

There were 27 student accident incident reports and 1 staff accident reports since the last Workplace Safety and Health meeting.

5. There were no Violent Incident Reports.

6. WS&H Membership – Employee representatives for Carberry Collegiate, Hazel M Kellington School and Bus Garage need to be selected again at a general meeting of all staff in the facility in the Fall of 2022. Committee structure and selection of representatives is outlined in Policy H.

7. Date for next meeting is **Tuesday, September 20, 2022** at 1:15 p.m.

Garth Hunter to chair September meeting

P. James adjourned the meeting

Meeting adjourned at 1.29 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.