

Beautiful Plains School Division

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

Workplace Safety & Health Committee Meeting

**Tuesday, March 6, 2018 at 1:30 p.m.
Division Office**

Employer Members	Occupation	Attendance
Ray Kulbacki	Trustee	A
Garth Hunter	Trustee	P
Shannon Bayes	Secretary-Treasurer	P
Jason Young	Superintendent	A
Krista Reynolds	Assistant Superintendent	A
Employee Members	Occupation	Attendance
Gary Salmon	Carberry Collegiate	P
Paul Natuk	R. J. Waugh	P
Corrie Kulbacki	Small Schools	A
Charlotte Lehman	Bus Garage	P
Robert Wahoski	Neepawa Collegiate	P
Heath Murray	Hazel M. Kellington	P
Kerry Turner	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.

Moved by Gary Salmon and seconded by Paul Natuk that the agenda be approved. **Carried**

2. Review of Previous Meeting Minutes – December 12, 2017

Moved by Robert Wahoski and seconded by Kerry Turner that the minutes of the December 12, 2017 meeting be approved. **Carried**

3. Review of Safety Checklists and Inspection Forms

- i) Division Office – Semi-annual safety meeting needs to be rescheduled

- ii) Bus Garage & Bus Drivers – Nothing to report

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

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

- v) Carberry Collegiate – Safe work procedures are being reviewed. This is done every three years. Some lights in gym were not working when inspection completed. Lights will be inspected.

- vi) Neepawa Collegiate – Nothing to report

- vii) Small Schools and Colonies – Nothing to report for J.M. Young, Brookdale and Fairway. Inspection reports from the remaining colony schools not yet received.

4. Accident Incident Reports

There were 10 student accident incident reports and 1 staff accident report since the last Workplace Safety and Health meeting. Workers Compensation report listed one injury.

5. Workplace Health and Safety Variance update

Motion to continue same practice with one committee as in previous years.

The Division has a Workplace Safety variance which allows for one central workplace safety committee. The Beautiful Plains Teachers Association has provided a letter in support of continuing with one central committee. This committee also approved a motion in support of a single committee. Report Form from Workplace Safety and Health Officer, Tom Levich was reviewed. The report reaffirmed that one central workplace committee is effective and that the provincial committee had no concerns. Application to Workplace Safety will be submitted.

Discussion regarding our safety checklists and inspection forms indicated we should be including comments on the summary sheets for any items that have been addressed/fixed that were discovered through the inspection process.

Motion moved by Gary Salmon and seconded by Heath Murray that the Workplace Safety and Health Committee support the current structure of one divisional committee. **Carried**

6. Violent Incident Report – No reports were submitted.

7. Accessibility Plan Update

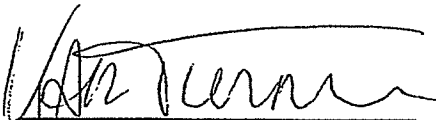
The Accessibility Committee has discussed the possibility of training for staff due to the new accessibility requirements. Decided that although there are many companies advertising training, it would serve our staff better to wait to determine what training would best suit our Division. Our website has been redesigned and now includes new features to make it more accessible. G. Salmon attended a PD session regarding "Accessibility in Manitoba's Education System" which focused on a review of inclusive education around the world and the next steps in promoting a fully accessible education system in Manitoba.

8. Date for next meeting is **Tuesday, June 5, 2018** at 1:30 p.m.

Meeting adjourned at 1:50 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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