



**Workplace Safety & Health Committee
Meeting #1 Minutes
HSD Administration Office
November 12, 2012 at 12:30 pm**

5 Chrysler Gate
Steinbach, MB
R5G 0E2

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**Committee
Members
Employer Members**

Marilyn Plett
Trustee

Andrew Wiebe
Trustee

Ken Klassen
Chief Safety Officer

Chris Gudziunas
Student Program

Bob Proulx
Maintenance

Esther Enns
Secretary

**Committee
Members
Worker Members**

HTA Rep
David Thiessen

Val Ginter
HAP Rep

Susan Nickel
Non-Unionized Staff

Ronda Alexiuk
CLAC Rep
Educational
Assistants

Raymond Roy
CLAC Rep
Custodians

Cam Kelbert
SRSS Rep
Academic

Kim Poirier
SRSS Rep
Vocational

Jessy Unrau
SRSS Rep

Number of
Employees - 1100

Meeting Chaired by: Andrew Wiebe

Present: Chris Gudziunas, Marilyn Plett, Andrew Wiebe, Bob Proulx, David Thiessen, Val Ginter, Susan Nickel, Ronda Alexiuk, Raymond Roy, Kim Poirier, Cam Kelbert, Dave Rushforth, Peter Heese (Invited Guest), Esther Enns

1. Review of Minutes of Last Meeting

Minutes of June 7, 2012 meeting were adopted as presented.

2. SRSS Environmental Testing Report

In response to a letter presented on June 7, 2012 to the divisional committee by David Thiessen regarding concerns raised by an employee about the air quality of a classroom at the SRSS, results from tests that were conducted by ISIS Environmental Consulting in the classroom were shared and discussed. On March 12, 2012 tests were conducted by Peter Giesbrecht, P. Eng., Environmental Consultant. Observations made at the time of the site visit and a review of the laboratory test results by ISIS indicated that the space was acceptable for re-occupancy. Although the room is cleared to be reopened, we have decided not to reopen it as a classroom on a purely pro-active basis.

3. Review of School Inspections #1

- First inspections were due on Sept. 30 and reviewed with Employee representative David Thiessen.
- School inspections were reviewed and discussed.

4. Review of Incident Reports

- Five incident reports were presented and discussed. Called into WSH – all investigated at school level.
 - i. June 8, 2012: Stonybrook Middle School
 - ii. September 17, 2012: SRSS
 - iii. October 4, 2012: Kleefeld School
 - iv. October 9, 2012: Green Valley School
 - v. November 2, 2012: SRSS

5. Annual Hearing Tests

- Hearing tests for HSD staff took place on Nov. 1/12. Baseline testing was completed for 15 employees and annual testing for 57 employees, for a total of 72 hearing tests administered. Past medical history, otoscopic examinations were done where necessary and audiometric testing and consultation were performed for each employee.
- Findings were presented and discussed.

6. Professional Development
 - Information for the Safety Services Manitoba: SAFE Work Conference 2013 on January 23-24, 2013 was distributed to committee members and will be posted on WSH Bulletin Boards in schools.
7. New Business
None
8. Adjournment at: 1:50 p.m.
9. Date of Next Meeting: December 20, 2012 – Chair: David Thiessen

We, the employer and worker co-chairs have read and agree that the minutes from this meeting are complete and accurate

Employer Co-Chair – Andrew Wiebe		Worker Co-Chair – David Thiessen
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cc: within 7 days: Committee Members / Committee Files / Workplace Safety and Health Representatives who will post the minutes on the WSH Bulletin Board