



**Workplace Safety & Health Divisional Committee  
Meeting #3 Minutes  
HSD Administration Office  
12:30 pm – March 12, 2013**

5 Chrysler Gate  
Steinbach, MB  
R5G 0E2

(p) 204-326-6471  
(f) 204-326-9901

**Committee  
Employer Members**

Andrew Wiebe  
Trustee

Marilyn Plett  
Trustee

Randy Dueck  
Chief Safety Officer

Chris Gudziunas  
Student Program

Bob Proulx  
Maintenance

Esther Enns  
Secretary

**Committee  
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, Andrew Wiebe, Marilyn Plett, Bob Proulx, David Thiessen, Val Ginter, Susan Nickel, Ronda Alexiuk, Raymond Roy, Kim Poirier, Cam Kelbert, Jessy Unrau, Esther Enns, Peter Heese (invited guest), Gary Black (HSD WSH Consultant),

1. Review of Minutes of Last Meeting  
Minutes of December 20, 2012 meeting were adopted as presented.
2. Report on School Inspections – WSH vs Maintenance  
School inspections were reviewed and discussed. Inspections are not meant to track Maintenance Dept. repairs/requests.
3. Review of Procedures for Reporting a WSH Safety Issue or Concern  
Reporting procedures were reviewed and discussed. Forms are located on WSH bulletin boards.
4. Updated WSH Program Manual – draft stage  
WSH material will be condensed and compiled into one binder.
5. Role of Gary Black / Divisional WSH Consultant  
Gary Black reported on his role as WSH Consultant for the Division.
6. New Business  
None
7. Meeting was adjourned at 1:52 p.m.
8. Date of Next Meeting  
Thursday, May 30, 2013.